

**CITY OF MONTEREY PARK
AND THE CITY COUNCIL ACTING ON BEHALF OF THE SUCCESSOR AGENCY OF THE
FORMER REDEVELOPMENT AGENCY
AGENDA**

**REGULAR MEETING
Monterey Park City Hall Council Chambers
320 W. Newmark Avenue, Monterey Park, CA 91754**

**Wednesday
July 1, 2015
7:00 PM**

MISSION STATEMENT

**The mission of the City of Monterey Park is to provide excellent services
to enhance the quality of life for our entire community.**

Communication by the Public is an important part of the Local Government Process. Staff reports, writings, or other materials related to an item on this Agenda, which are distributed to the City Council/Agency Board less than 72 hours before this scheduled meeting are available for public inspection in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours. Such staff reports, writings, or other materials are also on the City's website subject to staff's ability to post the materials before the meeting. The City's website is located at www.montereypark.ca.gov. Copies of staff reports and/or written documents pertaining to any item on the Agenda are on file in the Office of the City Clerk and are available for public inspection during regular business hours.

PUBLIC COMMENTS ON AGENDA ITEMS

For members of the public wishing to address the City Council regarding any item on this Agenda including the Consent Calendar or Oral Communications, please fill out a speaker card and return it to the City Clerk before the announcement of the Agenda Item.

Speakers are provided five (5) minutes per individual on each published agenda item. Individual speakers may consolidate time with another speaker's time; the total consolidated time cannot exceed two (2) minutes per speaker giving up time. However in the interest of ensuring that all members of the Public have an equal opportunity to participate, a single speaker cannot speak for more than ten (10) minutes on an individual Agenda item. If there are a large number of speakers on a particular agenda item, the Mayor, as confirmed by the City Council may reduce the amount of time allotted to each speaker or limit the total amount time allowed for speakers to address the agenda item. At the conclusion of that period of time, the speaker will be asked to please conclude their remarks so that the next speaker may begin their comments.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall, (626) 307-1359. Please notify the City Clerk's Office twenty-four hours prior to the meeting so that reasonable arrangements can be made to ensure availability of audio equipment for the hearing impaired. Council Chambers are wheelchair accessible.

PLEASE NOTE that this Agenda includes items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER Mayor
FLAG SALUTE The Monterey Park Fire Explorers
ROLL CALL Peter Chan, Mitchell Ing, Stephen Lam, Hans Liang, Teresa Real Sebastian

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

[1.] PRESENTATIONS: None.

ORAL AND WRITTEN COMMUNICATIONS

CONSENT CALENDAR -- ORAL AND WRITTEN COMMUNICATIONS

Items on the Consent Calendar are considered to be routine, ongoing business and will be enacted by one motion. There is no separate discussion on consent items unless a Council Member/Agency Member or citizen so requests, in which event the item is removed from the Consent Calendar and considered separately. The City Clerk will not accept cards after the item has been taken up.

Consent Calendar – Approval By Minute Motion

[2.] SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)

CONSENT CALENDAR

None.

NEW BUSINESS

2-A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF JULY 1, 2015

It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) Approve payment of warrants and adopt Resolution of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated **July 1, 2015 totaling \$806.57** and specifying the funds out of which the same are to be paid; and
- (2) Take such additional, related, action that may be desirable.

2-B. SUCCESSOR AGENCY MINUTES

It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) approve the minutes from the regular meeting of April 15, 2015; and
- (2) take such additional, related, action that may be desirable.

[3.] CITY OF MONTEREY PARK- CONSENT CALENDAR

None.

[4.] PUBLIC HEARING

4-A. CONSIDERATION OF FEES AND CHARGES FOR MISCELLANEOUS PUBLIC SERVICES

It is recommended that the City Council consider

- (1) Reopening the continued public hearing to take public testimony;
- (2) Reviewing and approving a fee schedule for the Community and Economic Development and Public Works Departments;
- (3) Continuing the public hearing until July 15, 2015; and
- (4) Take such additional, related, action that may be desirable.

CEQA: These actions are exempt from review under the California Environmental Quality Act (Cal. Pub Res. Code §§ 21000, *et seq.*; "CEQA") and CEQA Guidelines (14 Cal.Code Regs. §§ 15000, *et seq.*) because they establish, modify, structure, restructure, and approve rates and charges for meeting operating expenses; purchasing supplies, equipment, and materials; meeting financial requirements; and obtaining funds for capital projects needed to maintain service within existing service areas. These actions, therefore, are categorically exempt from further environmental review under CEQA Guidelines § 15273.

[5.] UNFINISHED BUSINESS

5-A. SECOND READING AND ADOPTION: ORDINANCES ENACTING WATER CONSERVATION MEASURES AND REQUIREMENTS IN ACCORDANCE WITH EMERGENCY REGULATIONS PROMULGATED BY THE CALIFORNIA STATE WATER RESOURCES CONTROL BOARD

It is recommended that the City Council

- (1) Waive the second reading and adopt the proposed ordinance;
- (2) Adopt the draft resolution declaring a Stage 2 Drought Emergency. The resolution would become effective on the same date as the ordinance; and
- (3) Take such additional, related, action that may be desirable.

CEQA: Adopting the proposed ordinance and resolution is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because the ordinance establishes rules and procedures to clarify existing policies and practices related to water service; does not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitutes an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. The ordinance would be adopted, in part, for protection of the environment. Accordingly, the ordinance and resolution do not constitute a "project" that require additional environmental review (see specifically CEQA Guidelines § 15378(b)(2, 5)). Moreover, even if the ordinances and resolution were a project, they constitute a specific action needed to mitigate an emergency in accordance with CEQA Guidelines § 15269(c) and would be categorically exempt from additional environmental review.

[6.] NEW BUSINESS

6-A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF JULY 1, 2015

It is recommended that the City Council

- (1) Approve payment of warrants and adopt a Resolution allowing certain claims and demands per Warrant Register dated **July 1, 2015 Totaling \$609,850.92** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

6-B. CITY COUNCIL MINUTES

It is recommended that the City Council

- (1) approve the minutes from the regular meeting of April 1, 2015; and
- (2) take such additional, related, action that may be desirable.

6-C. MAP NO. 66840 (332 S. ALHAMBRA AVENUE) -- APPROVAL OF FINAL MAP

It is recommended that the City Council consider

- (1) Adopting a resolution approving Final Map No. 66840;;
- (2) Authorizing the City Manager to execute the Subdivision Improvement Agreement in a form approved by the City Attorney; and
- (3) taking such additional, related, action that may be desirable.

CEQA: The Planning Commission, at its meeting of July 25, 2006, determined this project to be a Class 32 Categorical Exemption pursuant to the California Environmental Quality Act of 1970, as amended; and also determined that the subject tentative map is consistent with the City's General Plan.

6-D. 2014-2015 SLURRY SEAL/CAPE SEAL -- AWARD OF CONTRACT

It is recommended that the City Council consider

- (1) Appropriating an additional \$62,000 in Measure R funds to complete the 2014-2015 Slurry Seal/Cape Seal project;
- (2) Awarding the contract for the 2014-2015 Slurry Seal/Cape Seal project to the lowest bidder, Pavement Coatings Co., of Jurupa Valley, in the amount of \$510,537.13;
- (3) Authorizing the Public Works Director to approve construction change orders up to \$51,000 (up to ten percent of construction contract amount) for this project;
- (4) Authorizing the City Manager, or designee, to execute an agreement with Pavement Coatings Co., in a form approved by the City Attorney; and
- (5) take such additional, related, action that may be desirable.

CEQA: Since the proposed work is a minor alteration to an existing public facility, this project is Class 1 Categorically Exempt pursuant to the California Environmental Quality Act (CEQA).

6-E. VERDUGO COMMUNICATIONS SERVICE -- AGREEMENT RENEWAL

It is recommended that the City Council

- (1) Authorize the City Manager to execute an agreement with the cities of Burbank, Glendale and Pasadena, collectively known as the "Verdugo Cities," in a form approved by the City Attorney; and
- (2) Take such additional, related, action that may be desirable.

6-F. UCLA CENTER FOR PRE-HOSPITAL CARE -- AUTHORIZATION TO EXECUTE AGREEMENT

It is recommended that the City Council

- (1) Authorize the City Manager to execute an agreement with the Regents of the University of California ("UCLA"), in a form approved by the City Attorney; and
- (2) Take such additional, related, action that may be desirable.

6-G. MAK FIRE PROTECTION ENGINEERING AND CONSULTING -- ON-CALL PROFESSIONAL SERVICES AGREEMENT

It is recommended that the City Council

- (1) Authorize the City Manager to execute an agreement with Mak Kire Protection Engineering and Consulting, in a form approved by the City Attorney; and
- (2) Take such additional, related, action that may be desirable.

6-H. AWARD OF CITY OF MONTEREY PARK TOW SERVICES CONTRACT

It is recommended that the City Council consider

- (1) Awarding the contract for police tow services to Navarro's Towing and Freeway Towing;
- (2) Authorizing the City Manager to execute an agreement, in a form approved by the City Attorney, with Navarro's Towing and Freeway Towing; and
- (3) Take such additional, related, action that may be desirable.

6-I. AWARD OF CONTRACT -- TO INFOSEND FOR UTILITY BILL PRINTING AND MAILING SERVICES

It is recommended that the City Council

- (1) Authorize the City Manager to execute an agreement, in a form approved by the City Attorney with Infosend for the printing and mailing of the City's Utility Bills; and
- (2) Take such additional, related, action that may be desirable.

[7.] COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

7-A. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK FINALIZING AN AGREEMENT OF FRIENDLY COOPERATION BETWEEN THE CITY OF MONTEREY PARK AND THE LUSHUNKOU DISTRICT OF DALIAN, THE PEOPLE'S REPUBLIC OF CHINA (Requested by Mayor Liang)

It is recommended that the City Council

- (1) Adopt a Resolution finalizing an Agreement of Friendly Cooperation between the City of Monterey Park and the Lushunkou District of Dalian, the People's Republic of China; and
- (2) Take such additional, related, action that may be desirable.

**7-B. DISCUSSION REGARDING THE CITY COUNCIL'S MEETING POLICIES AND PROCEDURES
(LAST UPDATED 2013).(Requested by Mayor Liang)**

It is recommended that the City Council

- (1) Review meeting procedures; and
- (2) Take such additional, related, action that may be desirable.

[8.] CLOSED SESSION

None.

ADJOURN

ORAL AND WRITTEN COMMUNICATIONS



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: (SA) New Business
Agenda Item 2-A.

TO: The Honorable Mayor and City Council
FROM: Chu Thai, Director of Management Services
Annie Yaung, CPFO, Controller
SUBJECT: Warrant Register for Successor Agency to the Former Community
Redevelopment Agency of
July 1, 2015

RECOMMENDATION:

It is recommended that the City Council:

- (1) Approve payment of warrants and adopt Resolution No. _____ of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated **July 1, 2015 totaling \$806.57** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered **283-284**.

BACKGROUND:

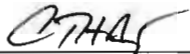
The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park, Acting as the Successor Agency to the Former Community Redevelopment Agency (SA). I also certify that there are monies available for the payments thereof. Please note that amounts being paid by the SA funds in this warrant register represented expenditures incurred, which are pending for approval by the Oversight Board.

FISCAL IMPACT:

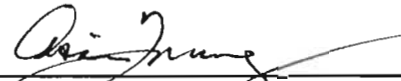
Disbursements from all funds total **\$806.57**.

Respectfully submitted:

Prepared by:

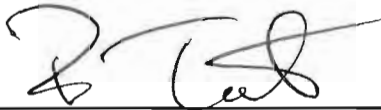


Chu Thai
Director of Management Services



Annie Yaung, CPFO
Controller

Approved By:



Paul L. Talbot
City Manager

Attachments: Warrant Register

RESOLUTION NO. SA-_____

**A RESOLUTION OF THE
SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)
ALLOWING CERTAIN CLAIMS AND DEMANDS
PER WARRANT REGISTER DATED
1ST DAY OF JULY 2015
TOTALING \$806.57 AND SPECIFYING THE FUNDS OUT
OF WHICH THE SAME ARE TO BE PAID**

THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY
DOSE RESOLVE AS FOLLOWS:

SECTION 1. That the following claims and demands have been audited and that the same
are hereby allowed from various funds in the following amounts:

Atlantic/Garvey Projects	\$ 15.57
Merged Project Projects	791.00
Total	<u>\$ 806.57</u>

PASSED, APPROVED AND ADOPTED THE 1ST DAY OF JULY 2015.

Hans Liang, Mayor
City of Monterey Park, California

ATTEST:

Vincent D. Chang, City Clerk
City of Monterey Park, California

Resolution No. SA-
Page 2

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY)
OF CITY OF MONTEREY PARK)

I hereby certify that this resolution was duly adopted by the
Successor Agency to the Former Community Redevelopment Agency,
at a regular meeting held on the 1st day of July 2015 by the following vote.

AYES:
NOES:
ABSTAIN:
ABSENT:

Vincent D. Chang, City Clerk
City of Monterey Park, California

ATTACHMENT 1

Warrant Register

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 07/01/2015

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AT&T	0860-801-1203-32050	15.57	INTERNET/PHONE SERVICE		283	15.57
TOTAL FOR PREPAID WARRANTS						15.57

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 07/01/2015

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MARIPOSA LANDSCAPES, INC	0870-801-1203-31100	791.00	LANDSCAPE MAINTENANCE		284	791.00
TOTAL FOR PRINTED WARRANTS						791.00

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 07/01/2015

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TOTAL FOR PREPAID WARRANTS	15.57
TOTAL FOR PRINTED WARRANTS	791.00
TOTAL WARRANTS	806.57
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	1
TOTAL CHECKS PRINTED	1
TOTAL CHECKS ISSUED	2

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 07/01/2015
FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0860	ATLANTIC/GARVEY CAP PROJECTS	15.57	0.00	15.57
0870	MERGED CAPITAL PROJECTS	0.00	791.00	791.00
	TOTAL	15.57	791.00	806.57



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: (SA) Consent Calendar
Agenda Item 2-B.

TO: The Honorable Mayor and City Council
FROM: Vincent D. Chang, City Clerk
SUBJECT: Successor Agency (SA) Minutes

RECOMMENDATION:

It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) Approve the minutes from the regular meetings of April 15, 2015
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

BACKGROUND:

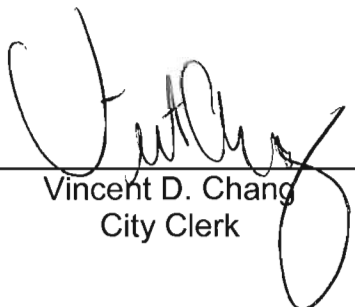
None.

FISCAL IMPACT:


None.

Respectfully submitted,

Prepared by:



Vincent D. Chang
City Clerk



Stephanie Montoya
Minutes Clerk

Approved By:



Paul L. Talbot
City Manager

Attachments: (Regular) April 15, 2015

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
APRIL 15, 2015**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, April 15, 2015 at 7:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER:

Mayor Liang called the meeting to order at 7:13 p.m.

FLAG SALUTE:

The Monterey Park Police Explorers led the flag salute.

ROLL CALL:

City Clerk Vincent Chang called the roll:

Council Members Present: Lam, Real Sebastian, Ing, Chan, Liang

Council Members Absent:

ALSO PRESENT: City Attorney Hensley, City Treasurer Leon, Public Works Director/Assistant City Manager Bow, Police Chief Smith, Fire Chief Haberle, Human Resources Director Cody, Community and Economic Development Director Huntley, Management Services Director Thai, Recreation and Community Services Director Costley, City Librarian Arvizu, Controller Yaung, Assistant City Engineer Alfonso.

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

1A. PRESENTATION: UPDATE ON CALIFORNIA DROUGHT SITUATION AND HOW IT AFFECTS MONTEREY PARK

Public Works Director/Assistant City Manager Bow presented a PowerPoint presentation providing the City Council and residences with a brief update of the California drought situation and its affect in Monterey Park.

1-B. PRESENTATION: UPDATE ON CENTENNIAL AD HOC COMMITTEE

Public Works Director/Assistant City Manager Bow and Chairman of the Centennial Ad Hoc Committee/Recreation and Community Services Director Costley updated the community on the development of the Centennial Ad Hoc Committee. They reported that 35 community members attended their first meeting on March 11, 2015 and discussed ideas on activities, events and fundraisers. During the second meeting on April 8, 2015, the committee

MISSION STATEMENT

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consolidated and narrowed the list of ideas. The Committee will focus on six key events including a float in the Tournament of Roses Parade, a local 5K Run, Essay Contest, Summer Concert series, Homecoming with the Lions and an All American Barbeque.

ORAL AND WRITTEN COMMUNICATIONS

- Theresa Amador, a representative from the Cinco de Mayo Committee thanked and invited the City Council to the Cinco de Mayo Celebration on Sunday, May 3, 2015 from 1:00-5:00 p.m.

- Norma Arvizu, Monterey Park City Librarian, announced that in honor of National Library Week, Governor Brown designated April 13-19, 2015 as California Library Week.

2. SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) CONSENT CALENDAR ITEM NOS. 2A-2B

Matters listed under consent calendar are considered to be routine, ongoing business and are enacted by one motion unless specified.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency approved and adopted Item Nos. 2A-2B and reading resolutions and ordinances by title only and waiving further reading thereof.

Motion: Moved by Council Member Real Sebastian and seconded by Mayor Pro Tem Chan, motion carried by the following vote:

Ayes:	Council Members:	Lam, Real Sebastian, Ing, Chan, Liang
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

2A. SUCCESSOR AGENCY INVESTMENT REPORT AS OF MARCH 2015

As of March 31, 2015 invested funds for the Successor Agency of the City of Monterey Park is as follows: Successor Agency (SA) Savings \$5,630,126.64, Successor Agency (SA) Checking \$93,529.35, Successor Agency (SA) RORF \$137,595.79 = Total \$5,861,251.78

Action Taken: The City Council received and filed the monthly investment report on Consent Calendar.

2B. SUCCESSOR AGENCY MINUTES

Approval of Minutes from the regular meetings of the regular meetings of February 4, 2015, February 18, 2015 and March 4, 2015, and the special meetings of February 4, 2015 and February 18, 2015 of the Successor Agency to the former Monterey Park Redevelopment Agency.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency approved the minutes from the regular meetings of February 4, 2015, February 18, 2015 and March 4 2015, and the special meetings of February 4, 2015 and February 18, 2015 on Consent Calendar.

This is the end of Successor Agency (SA) items.



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: **Public Hearing
Agenda Item 4-A.**

TO: The Honorable Mayor and City Council
FROM: Chu Thai, Management Services Director
SUBJECT: Consideration of fees and charges for miscellaneous public services

RECOMMENDATION:

It is recommended that the City Council consider:

1. Reopening the continued public hearing to take public testimony;
2. Reviewing and approving a fee schedule for the Community and Economic Development and Public Works Departments;
3. Continuing the public hearing until July 15, 2015; and
4. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

This matter is a continuation of the public hearing regarding fees that was first opened on May 6, 2015. At that time, the City Council considered fees for the Administration, Library, Police and Fire Departments. As was discussed, staff will be bringing the various fees forward on a department-by-department basis. On July 15, 2015, staff will provide a resolution for City Council consideration to adopt all of the fees – both the existing (unchanged) fees and those new (or increased) fees considered by the City Council during the public hearing process. All of the City's fees will then be included in one Master Fee Schedule that would be adopted by the City Council resolution. This will avoid the current inefficient method of having fees adopted by various resolutions; all of the fees will be in one place.

A reminder that the fees being considered during the public hearing process are not development impact fees as contemplated by the Mitigation Fee Act. A separate study is underway to make recommendations to the City Council regarding such fees. Any adoption of those fees will undertake a different process.

Cities traditionally provide a range of municipal services for members of the community including constructing public facilities, providing recreational activities, and providing public safety services. The cost for such services is generally paid for through various sources of tax revenue including property tax and sales tax.

The cost of specialized services, however, is generally paid for by persons who use such services. Without charging user fees for these services, local government would

be required to decrease funding of other, more traditional, public services that are utilized by a broader range of the public as police protection, animal control, street maintenance, park facilities and open space.

The amount of user fees must be carefully balanced: if charges are too high, e.g., if the fee amount exceeds the cost of providing the service, the fee may constitute a special tax that (absent voter approval) cannot be collected (see, Cal. Const., art XIII C, §1(e)). Charge too little for such services, and the city will be unable to fully recover its costs. The law does not require mathematical certainty in calculating fees; it only requires a reasonable relationship between the cost of service and the fee amount.

There may be instances where a city finds that subsidizing the cost of certain services makes sense. For example, user fees for recreational activities may be less than full cost recovery since those services generally serve the public good. In contrast, it may be in the public interest to charge fees that ensure full cost recover for private development projects. The assumption in the fee amounts recommended by staff is that the cost of service benefiting individuals, and not the public in general, should be borne by the individual receiving the benefit. Setting user fees, therefore, is substantially similar to establishing prices for services.

The recommended fee schedules are presented to the City Council over several meetings. This will give the Council an opportunity to fully consider the fees and determine whether the amount of such fees properly compensate the City for the services provided. At the final meeting, staff will recommend that the City Council adopt a resolution that approves a master fee schedule. Fees can only be adopted following a public hearing. Consequently, it is recommended that the City Council open the public hearing tonight and continue it to July 15, 2015.

BACKGROUND:

In 2013, the City retained Willdan Financial Services to perform a comprehensive update of the City's fee schedule. At the May 1 and June 5, 2013 regular Council meetings, the City Council was presented the Willdan study, provided staff with feedback and continued the item to a later date. Since that time, a number of changes occurred in the City's management staff and the fee schedule recommended by the Willdan study was thoroughly vetted.

To increase or adopt a new fee, a municipality must hold at least one public hearing, and publish notice of the hearing twice at least 10 day before the public hearing. The cost of services study was presented to the City Council at the May 1, 2013, Council meeting. The Willdan report details the methodology and recommendations of the consultant. The Cost of Services Study and other reports recommending the amount of estimated cost recovery were made available to the public. Pursuant to Government Code § 66017, all fees related to the Planning and Building Safety Department set forth by resolution will become effective sixty (60) days after adoption. All other fees will become effective upon adopting a resolution.

ANALYSIS

The last comprehensive rate study was in 2003, and much has changed within the 12 years. Factors such as staffing size and compensation, technology, user demand, and new laws lead to the need for updated user fees. Community Development and Public Works fees need to be updated as development activities are picking up within the City.

Community and Economic Development – Proposed fee changes are a combination of Willdan and staff recommendations, based on recently calculated fully burdened hourly rates. A higher deposit is recommended for general plan amendments. Various zoning fees and design review board fees are all recommended to be set at full cost recovery. A new multiple application fee will reduce costs for applicants who request several planning processes at the same time. Issuance fee for mechanical, electrical, plumbing, structural and architectural permits are recommended to be \$38 for the first permit and \$25 for each additional permit. Currently, the City charges \$34 for each permit, and there is no savings from multiple permit issuances. Other various building fees are recommended at full cost recovery rates. Staff proposes bringing back a Permit Renewal fee to assist with incomplete projects with expired permits. This renewal fee will be 25-100% of the original permit, and needed for staff to complete inspection of the project.

Public Works – Almost all Public Works fees are recommended to be set at full cost recovery. These are all based on Willdan and staff assessment of the time and costs associated in providing the service.

Staff recommends moving away from fees calculated by project valuation or size. Establishing fees based on hourly rates is more flexible and is more accurate. For instance, two concrete projects of similar size may differ in complexity due to slope, location and experience of workers. Public Works inspection may vary among two projects of similar valuation, based on existing conditions and materials used.

Staff met with representatives from Southern California Edison and the Gas Company to discuss the City's franchise agreement and review proposed city fees. Staff presented detailed fee calculations for concrete inspection, excavation, grading permit, grading plan check, building permit plan check, public works plan check, public works inspections and NPDES. Both utilities have not expressed any objections to the City's proposed fee calculations, and agree to pay these fees when applicable.

FISCAL IMPACT:

For many of the fees, staff is recommending amounts that are reasonable for consumers, and not the highest amounts legally allowed. If the City Council wishes to implement a fee higher than proposed, staff would need to first validate the number. Reducing the proposed fee amount will be easier, but it would reduce the City's cost recovery.

At this time, staff cannot determine the combined fiscal impact due to numerous variables involved. Several recommendations for actual plus administrative costs would help recover costs, which the City has absorbed in the past. There are development related fees which are recommended to be reduced based on recent calculations.

Respectfully submitted by:



Chu Thai
Director of Management Services

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

1. Proposed Community Development and Public Works User Fees

ATTACHMENT 1
Proposed Community Development and
Public Works User Fees

	C	D	E	F	G	J	K
1	Fee #		Fee Title	Current Fee	Recom Fee	Unit	Notes
356							
357			SECTION E-COMMUNITY DEVELOPMENT				
358							
359	0314-CD		General Plan Amendment (Deposit)	1,686.00	6,218.00	deposit	
360							
361	0315		Development Agreement/Specific Plan Review	15,295.00	16,088.00	deposit	
362							
363			Zoning Fees				
364	0316		CUP/Variance Annual Review/Reinspection	204.00	272.00		
365	0317		Recordable Covenants	72.00	332.00		
366	0318-CD		Zone Change	1,021.00	5,638.00		
367	0319-CD		Modification to Specific Plan	1,021.00	5,928.00		
368	0320-CD		Variance: Single Family Residential	383.00	2,414.00		
369	0321-CD		Variance: Other	958.00	2,414.00		
370	0322		Minor Departure	204.00	195.00		
371	0323-CD		Code Amendment	1,021.00	5,928.00		
372	0324-CD		Environmental Impact Report Deposit (In-House Review)	1,532.00	7,101.00		
373	0325		Environmental Impact Report Deposit (Consultant)	Cost +15%	Cost +17%		Initial deposit of \$7,101 is required
374	0330-CD		Negative Declaration	319.00	1,717.00		
375	0342-CD		Tentative Subdivision Map	1,085.00	2,299.00	plus \$64 per lot/unit \$64 ea. Additional	
376	0331-CD		Conditional Use Permit: Commercial	1,085.00	2,568.00		
377	0332-CD		Conditional Use Permit: SF Residential	408.00	2,568.00		
378	0333-CD		Site Plan Review	383.00	1,214.00		
379	0334-CD		Hillside Plan Deposit (H-D Zone)	638.00	2,858.00		
380	0336		Extension of Time	255.00	394.00		
381	0338		Radius Map & Mailing	319.00	90.00		
382	0339		Temporary Use Permit	255.00	510.00		
383	0341		Appeal to City Council	510.00	1,515.00		
384	0343		Certificate of Compliance	191.00	354.00		
385	0344-CD		Lot Line Adjustment	510.00	1,454.00		
386	0352		Temporary Banner Permit	32.00	30.00		
387	0353		Condominium Homeowner's Registration	32.00	45.00	per dwelling unit	
388	0354		Annual Commercial Zoning Inspection	127.00	128.00		
389	0362		Annual Home Occupation Inspection	64.00	71.00	per inspection	
390	0365		Yard Sale Permit	6.00	15.00		
391	0366		Landscape Plan Check Fee Deposit	Actual cost	1,000.00	deposit	
392	0367		Code Enforcement Appeal	65.00	374.00	per appellant	
393	0684-CD		Categorical Exemption		200.00		
394	0685-CD		Multiple Applications		300.00	per process	Highest fee plus \$300 for each additional process.
395							
396			Design Review Board				
397	0345-CD		New Construction (10,000 sf or less)	894.00	1,112.00		
398	0346-CD		New Construction (more than 10,000 SF)	1,021.00	1,383.00		

	C	D	E	F	G	J	K
1	Fee #		Fee Title	Current Fee	Recom Fee	Unit	Notes
399	0347-CD		Remodel (w/o increase in floor area) (more than 10,000 sf)	638.00	1,112.00		
400	0348-CD		Remodel (w/ increase in floor area)	765.00	1,112.00		
401	0349-CD		Master Sign Plan	319.00	1,112.00	plus \$13 each in excess of 3	
402	0350		Zoning Fees-Design Review Board: Signs (New)	191.00	991.00		
403	0351		Zoning Fees-Design Review Board: Signs (Face Change)	128.00	45.00		
404							
412	0420-CD		Permit Issuance Fee				
413			Single Trade Permit Issuance		38.00	one trade	Architectural, Structural, Mechanical, Electrical, Plumbing
414			Multi-Trade Permit Issuance		25.00	each additional	Beyond first trade issued at the same time
415							
416	0683-CD		Permit Renewal		25-100%	of orig permit	For incomplete projects with expired permits
417							
418			Electrical Permit				
420	0421-CD		600 Volts or less & not over 200 Amperes	57.00	154.00	each service	
421	0422-CD		600 Volts or less & 200 to less than 600 Amperes		175.00	each service	
422			600 Volts or less & 600 or more Amperes		231.00	each service	
484							
485			Building Fees				
486	0355		Residential Property Report	128.00	226.00	plus \$64 each additional unit after 1st	
487	0356		Commercial/Industrial Property Report	230.00	477.00	plus \$26/ksf	
488	0357		Deputy Inspector	64.00	83.00	plus \$32 each trade	
489	0359		Certificate of Occupancy: Temporary	255.00	257.00		
490	0360		Certificate of Occupancy: Existing (Change of Occupancy)	160.00	295.00	plus \$32 ea. 1,000 sqft	
491	0361		Certificate of Occupancy: New construction	64.00	118.00		
493	0364		Building Reinspection	80.00	104.00		
494	0358		Appeal (to Modification Committee)	638.00	4,660.00	deposit	
495							
604			SECTION G-PUBLIC WORKS DEPARTMENT				
605	0614		Address Change	638.00	775.00		
606	0615		Banner Permit	64.00	265.00		
607	0618		Concrete Permit Fee	96.00	80.00		
608	0619-PW		Concrete Inspection Fee (sidewalk)	19.14	136.00	per hour	Old (current) fee add \$0.64 per sq ft
609	0620-PW		Concrete Inspection Fee (curb/gutter)	19.14	136.00	per hour	Old (current) rate, add \$2.43 per ln ft
610	0621-PW		Encroachment Permit Fee	108.00	379.00		
611	0622-PW		Excavation Permit Fee	64.00	107.00		
612	0623-PW		Excavation Inspection Fee	2.55	136.00	per hour	Old (current) rate, add \$2.43 per sq ft above 44 sq ft
613							
614			Geology/Geotechnical Review				
615			Deposit for geology/geotechnical review		3,500.00		
616	0624-PW		1 Lot	2,674.00	Cost	+ 17% Admin Fee	
617	0625-PW		2-6 Lots	2,808.00	Cost	+ 17% Admin Fee	
618	0626-PW		7-11 Lots	4,212.00	Cost	+ 17% Admin Fee	
619	0627-PW		12 or More Lots	5,616.00	Cost	+ 17% Admin Fee	

	C	D	E	F	G	J	K
1	Fee #		Fee Title	Current Fee	Recom Fee	Unit	Notes
620							
621			Grading				
622	0628-PW		Permit Fee-1 to 1,000 CY	140.00	360.00		
623	0629-PW		Permit Fee-1,001 to 10,000 CY	319.00	495.00		
624	0630-PW		Permit Fee-10,001 to 50,000 CY	549.00	632.00		
625	0631-PW		Permit Fee-50,001 to 100,000 CY	1,315.00	855.00		
626	0632-PW		Permit Fee-Over 100,000 CY	1,953.00	1,164.00	plus \$11.65 per 1,000 C/Y over 100,000 C/Y	
627	0633-PW		Plan Check Fee-1 to 1,000 CY	115.00	523.00		
628	0634-PW		Plan Check Fee-1,001 to 10,000 CY	294.00	609.00		
629	0635-PW		Plan Check Fee-10,001 to 50,000 CY	638.00	695.00		
630	0636-PW		Plan Check Fee-Over 50,000 CY	1,149.00	866.00	plus \$17.33 per 1,000 C/Y over 50,000 C/Y	
631			Plan Check Fee-Provided by Consultants			c + 17% Admin	
632							
633			National Pollutant Discharge Elimination System (NPDES)				
634	0637-PW		Consultant Cost	840.00	1,750.00	initial fee	Covers 3 plan checks. Add'l cost for more plan checks
635	0638-PW		City Administrative Services	360.00	750.00		Covers 3 plan checks. Add'l cost for more plan checks
636							
637	0639		Housemoving Permit Fee	153.00	462.00	per document	
638							
639	0640		Newsrack Permit Fee	64.00	207.00	per newsrack per year	
640							
641	0641		Parcel Merge by Document	565.00	1,285.00	per document	
642							
643	0616-PW		Building Permit Plan Check Fee (Engineering)	15% of Bldg Plan Check	180.55	per hour	Min 2 hours - Max 4 hours
644							
645	0642-PW		Public Works Plan Check	Varies	180.55	per hour	
646	0643-PW		Public Works Plan Check-Provided by Consultants		Cost	+ 17% Admin	
651							
652	0646-PW		Public Works Inspection	Varies	145.00	per hour	Old (current) fee based on construction valuation
653	0647-PW		Public Works Inspection-Provided by Consultants		Cost	+ 17% Admin	
664							
665	0658		Sewer House Connection Permit Fee (Inside City Limits)	108.00	595.00		Includes PW Inspection
666			Sewer House Connection Permit Fee (Outside City Limits)		800.00		Includes PW Inspection
667	0660		Sewer Reconstruction Fee	1.34	354.00		Old (current) fee is per gallon. Proposed fee is flat cost
668	0662		Subdivision Tract Map Checking Fee	590.00	1,278.00	plus \$4,869 or 70% of Los Angeles County fee schedule	
669	0663		Subdivision Parcel Map Checking Fee	590.00	1,278.00	plus \$4,596 or 70% of Los Angeles County fee schedule	
670	0664		Subdivision Monument Inspection Fee	89.00	176.00	plus \$26 per boundary monument	
671	0665		Subdivision Map Guarantee	191.00	87.00		Refundable deposit
672	0666-PW		Subdivision CCR (Review By City Attorney)	2,500.00	Cost	+ 17% Admin	Initial deposit of \$2,500 is required
673	0668		Waste and Recycling Collection Permit Application	383.00	484.00	per application	
674	0670-PW		Transportation Permit Fee	16.00	50.00	per permit	
675	0686-PW		Traffic Study - Peer Review by Consultant		Cost	+ 17% Admin Fee	



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: **Unfinished Business**
Agenda Item 5-A.

TO: The Honorable Mayor and City Council
FROM: Ron Bow, Director of Public Works/Assistant City Manager
SUBJECT: Second Reading and Adoption: Ordinance enacting Water Conservation Measures and Requirements in accordance with Emergency Regulations promulgated by the California State Water Resources Control Board

RECOMMENDATION:

It is recommended that the City Council:

1. Waive the second reading and adopt the proposed ordinance;
2. Adopt the draft resolution declaring a Stage 2 Drought Emergency. The resolution would become effective on the same date as the ordinance;
3. Take such additional, related, action that may be desirable.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

Adopting the proposed ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because the ordinances establish rules and procedures to clarify existing policies and practices related to water service; do not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitute an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. The ordinances would be adopted, in part, for protection of the environment. Accordingly, the ordinances does not constitute a "project" that require additional environmental review (see specifically CEQA Guidelines § 15378(b)(2, 5)). Moreover, even if the ordinances were a project, they constitutes a specific action needed to mitigate an emergency in accordance with CEQA Guidelines § 15269(c) and would be categorically exempt from additional environmental review.

EXECUTIVE SUMMARY:

The first reading and introductions occurred on June 17, 2015. The ordinance is now ready for a second reading and adoption by the City Council. Additionally, the draft

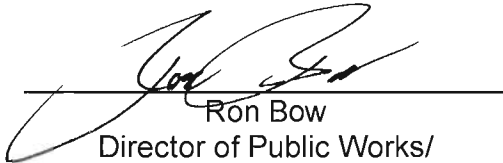
resolution would declare a Stage 2 Drought Emergency; it would take effect at the same time of the ordinance, i.e., 30 days from the date of its adoption.

Between July 1, 2015 and February 13, 2016, the City will waive permit fees for irrigation controllers, valves and sprinkler heads, for the conversion from standard equipment to water conservation equipment, as specified in the June 17, 2015 staff report, attached hereto for reference.

FISCAL IMPACT

The fiscal impact associated with waiving permit and inspection fees is somewhat speculative, but estimated to be \$6,000 for the period between July 1, 2015 and February 13, 2016.

Respectfully submitted by:




Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



Frank Heldman
Water Utility Manager

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

- 1) June 17 City Council Staff Report
- 2) Regular Ordinance
- 3) Resolution declaring a Stage 2 Drought Emergency

ATTACHMENT 1
June 17, 2015 City Council Staff Report



City Council Staff Report

DATE: June 17, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-H.

TO: The Honorable Mayor and City Council
FROM: Ron Bow, Director of Public Works/Assistant City Manager
SUBJECT: Ordinances enacting Water Conservation Measures and Requirements in accordance with Emergency Regulations promulgated by the California State Water Resources Control Board

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopting an Urgency Ordinance enacting Water Conservation measures and requirements in accordance with Emergency Regulations Promulgated by the California State Water Resources Control Board;
2. Adopting Resolution No. _____ declaring a Stage 2 Drought Emergency and direct the Water Superintendent to implement water conservation restrictions in accordance with section H2O 1.070 of the Monterey Park Emergency Water Conservation Regulations;
3. Introduce and waive first reading of an Ordinance enacting Water Conservation measures and requirements in accordance with Emergency Regulations Promulgated by the California State Water Resources Control Board; and
4. Take such additional, related, action that may be desirable.

CEQA

Adopting the proposed ordinances is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because the ordinances establish rules and procedures to clarify existing policies and practices related to water service; do not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitute an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. The ordinances would be adopted, in part, for protection of the environment. Accordingly, the ordinances does not constitute a "project" that require additional environmental review (see specifically CEQA Guidelines § 15378(b)(2, 5)). Moreover, even if the ordinances were a project, they constitutes a specific action needed to mitigate an emergency in accordance with CEQA Guidelines § 15269(c) and would be categorically exempt from additional environmental review.

EXECUTIVE SUMMARY:

If adopted, the proposed ordinances would enact regulations implementing emergency regulations promulgated by the California State Water Resources Control Board. This would allow the City Council to declare various stages of drought emergency and enforce particular water conservation measures. These include, without limitation, placing restrictions on watering days. Since the state regulations were adopted on an emergency basis, they will expire by operation of law in February 2016. Accordingly, the proposed ordinance include a sunset clause that cause the regulations to expire unless the City Council take action to extend them before February 2016.

BACKGROUND:

On May 20, 2015, the City Council considered, but continued, an ordinance that proposed to amend certain parts of the Monterey Park Municipal Code ("MPMC"). As explained in the staff report from that meeting (attached for reference), the ordinance would have not only implemented water conservation measures to address California's drought conditions, but also updated the MPMC to fully bring it into conformity the Public Utilities Code.

After the City Council continued the matter until June 17th, staff reconsidered the draft ordinance. At this point, it appears that the City's immediate objective should be to address the emergency regulations needed to help implement the California State Water Resources Control Board's (the "Board") regulations promulgated in response to the Governor's Executive Order earlier this year. Accordingly, the draft ordinances only focus on water conservation measures; other matters – regarding billing, utility shut-off procedures, and similar matters – may either be accomplished administratively or will be brought back for City Council consideration at a later date.

Additional media coverage since May 20th provided a further basis for the City Council to consider adopting the proposed regulations. Included with this Staff Report is a Los Angeles Times article dated June 2, 2015, which provides more overview of the dire drought conditions California faces for the immediate and long term future.

There are two ordinances being proposed: an urgency ordinance and a "regular" ordinance. Both ordinances contain the same substantive regulations which the ordinances identify as the "Monterey Park Emergency Water Conservation Regulations." The urgency ordinance, however, would take effect immediately upon adoption (and requires a 4/5 vote); the regular ordinance requires an introduction and first reading followed by a second reading and adoption (it requires a majority vote). It would take effect 30 days after its adoption. The City Attorney's office recommends this procedure as a "belt and suspenders" approach to adopting the regulations to ensure that they are fully enforceable.

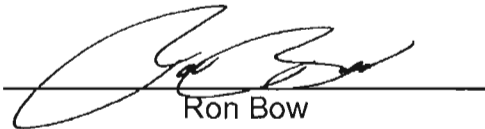
Should the City Council adopt the urgency ordinance (and introduce the regular ordinance), it should also consider adopting the draft resolution that declares a Stage 2 Drought Emergency. As may be seen, the Stage 2 Drought Emergency states that "[t]here is a demonstrated the need to reduce the City's water demand between 10% and 25%." Consequently, the resolution would trigger restrictions under the Monterey Park Emergency Water Conservation Regulations including (1) limited watering by conventional irrigation systems to Mondays and Thursdays every week; (2) requiring dripline or microspray irrigation systems to be installed for all new development; and (3) generally prohibiting the City from irrigating street medians. Such regulations are in addition to the other water restrictions listed in the Monterey Park Emergency Water Conservation Regulations.

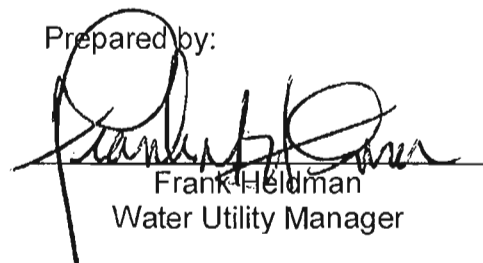
Since the Monterey Park Emergency Water Conservation Regulations are interim, i.e., they will automatically expire in February unless the City Council takes additional action to make them permanent, the proposed ordinances would not amend the MPMC. Rather, these ordinances would remain uncoded until the City Council takes additional action. This course is recommended since staff anticipates that additional regulations will be promulgated by the Board at the Governor's behest; litigation or action by the California Legislature may also result in changes in water conservation requirements on a statewide basis. Staff believes that it is prudent to have flexibility in responding to any such changes.

FISCAL IMPACT:

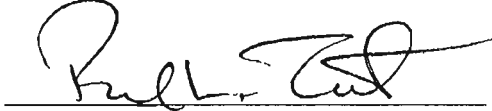
Adopting the ordinances and resolution have no identifiable budgetary impact. The City, however, could be fined up to \$10,000 a day if it does not comply with the Board's regulations. Additional program funding will be included for City Council consideration in the Public Works Department's Fiscal Year 2015/16 Proposed Budget.

Respectfully submitted by:


Ron Bow
Director of Public Works/
Assistant City Manager

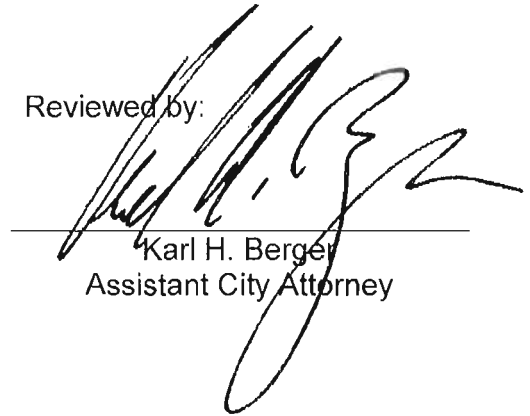
Prepared by:

Frank Heidman
Water Utility Manager

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

- 1) May 20, 2015 City Council Staff Report
- 2) June 2, 2015 Los Angeles Times article
- 3) Regular and Urgency Ordinances
- 4) Resolution declaring a Stage 2 Drought Emergency

ATTACHMENT 2

Regular Ordinance

ORDINANCE NO. ____

AN ORDINANCE ENACTING WATER CONSERVATION MEASURES AND REQUIREMENTS IN ACCORDANCE WITH EMERGENCY REGULATIONS PROMULGATED BY THE CALIFORNIA STATE WATER RESOURCES CONTROL BOARD.

The City Council of the City of Monterey Park does ordain as follows:

SECTION 1: The City Council finds as follows:

- A. On January 17, 2014, the Governor issued a proclamation of a state of emergency under the California Emergency Services Act based on drought conditions;
- B. On April 25, 2014, the Governor issued a proclamation of a continued state of emergency under the California Emergency Services Act based on continued drought conditions;
- C. On April 1, 2015, the Governor issued an Executive Order that, in part, directs the State Water Resources Control Board (the "Board") to impose restrictions on water suppliers to achieve a statewide 25 percent reduction in potable urban usage through February 2016; require commercial, industrial, and institutional users to implement water efficiency measures; prohibit irrigation with potable water of ornamental turf in public street medians; and prohibit irrigation with potable water outside newly constructed homes and buildings that is not delivered by drip or microspray systems;
- D. In response to the Governor's Executive Order, the Board on May 18, 2015 enacted emergency regulations amending 23 California Code of Regulations §§ 863, 864, 865, and 866 ("Emergency Regulations"). Absent additional action taken by the Board, the Emergency Regulations will expire February 13, 2016;
- E. The drought conditions that formed the basis of the Governor's emergency proclamations continue to exist;
- F. The present year is critically dry and has been immediately preceded by two or more consecutive below normal, dry, or critically dry years;
- G. The drought conditions will likely continue for the foreseeable future and additional action by both the State Water Resources Control Board and local water suppliers will likely be necessary to prevent waste and unreasonable use of water and to further promote

conservation;

- H. Recent court decisions have reduced the amount of water supplied through the State Water Project;
- I. Rainfall in southern California is below last year's levels and annual averages;
- J. Reservoir levels statewide are well below average and below capacity;
- K. Water conservation is crucial to the continued delivery of clean, safe water to Monterey Park residents and customers;
- L. The City will continue to offer educational materials, to promote best practices for water conservation, and to support the use of water conserving household fixtures to its users and customers in efforts of encouraging water use efficiency practices and preventing the waste of available water resources. This Ordinance sets forth water use efficiency practices and water conservation measures that will be implemented and followed by all applicable users within the service boundaries of the City;
- M. Article XI, § 7 of the California Constitution empowers the City to enact and enforce ordinances regulating conditions that may be public nuisances or health hazards, or that promote social, economic, or aesthetic considerations;
- N. In accordance with Water Code § 375, the Council finds it is in the public interest to adopt this Ordinance for water conservation purposes; and

SECTION 2: In accordance with the Emergency Regulations and other applicable law, the City Council adopts the following regulations to achieve the conservation standards established by the Board:

H20 1.020 Title.

This Ordinance may be referred to as the "Monterey Park Emergency Water Conservation Regulations."

H20 1.030 Purpose.

This Ordinance is adopted in accordance with Article XI, § 7 of the California Constitution and Water Code § 375 for the purpose of complying with 23 California Code of Regulations §§ 863, 864, 865,

and 866 as amended May 18, 2015.

H20 1.040 Monterey Park Municipal Code Chapter 14.08.

This Ordinance is intended to supplement and enhance Chapter 14.08 of the Monterey Park Municipal Code ("MPMC") and must be used in conjunction with the regulations set forth in the MPMC for all activities associated with potable water within the City's jurisdiction. Any regulation contained in this Ordinance that imposes a more stringent requirement than set forth in the MPMC will prevail.

H20 1.050 General Prohibition and Enforcement.

- A. It is unlawful for any person to violate, or fail to comply with, any provision of Ordinance. Unless otherwise provided, violations of this Ordinance constitute an infraction.
- B. Every person violating this Ordinance is guilty of a separate offense for each and every day during any portion of which any violation of any provision of this Ordinance is committed, continued, or permitted by such person.
- C. In addition to these penalties, any condition caused or permitted to exist in violation of any of the provisions of this Ordinance is a public nuisance and may be abated in accordance with applicable law including, without limitation, the Monterey Park Municipal Code.
- D. This Ordinance may also be enforced with administrative citations in accordance with MPMC Chapter 1.09.

H20 1.060 Penalties.

- A. Each infraction is punishable as follows:
 - 1. A fine not exceeding \$100.00 for the first violation;
 - 2. A fine not exceeding \$200.00 for a second violation of the same provision within one (1) year;
 - 3. A fine not exceeding \$500.00 for each additional violation of the same provision within one (1) year of the first violation.
- B. If a person violates the same provision a fourth time within one (1) year of the first violation, the City Attorney may, but is not required to, prosecute the violation as a misdemeanor in accordance with

applicable law.

- C. Following a duly noticed public hearing, the City Council may, by resolution, adopt additional penalties in accordance with applicable law for violations of this Ordinance.

H20 1.070 Exception; defense.

- A. This Ordinance does not apply when an action is needed to address an immediate threat to health and safety or to comply with a term or condition in a permit issued by a State or federal agency.
- B. A person may assert such exception as a defense for violations of this Ordinance.

H20 1.010 Definitions.

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this Ordinance. Words and phrases not defined by this Ordinance have the meaning set forth in the MPMC, the Water Code, or regulations promulgated by the State Water Resources Control Board in accordance with applicable law.

“Water superintendent” means the City Manager, or designee.

H20 1.020 Service permits – Application.

Should the City Council declare a Stage 4 Drought Emergency in accordance with this Ordinance, it may also direct the water superintendent not to accept any applications for new water service.

H20 1.030 Consumer supplying water.

It is unlawful for any consumer to allow, maintain, or permit leaks or waste of water. When a consumer’s interior water pipes, those water pipes on the customer’s side of the water meter, leak to an extent that water is being wasted and the customer does not repair said leaks, the water superintendent may, except in a Drought Emergency, give the customer thirty days’ notice to make such repairs to eliminate said wastage of water. If said repairs are not completed within the thirty days’ notice, the water service to the property may be shut off. To have water service restored after such a shutoff, it will be necessary for the customer to furnish proof of said repairs, apply for service to be reinstated, and pay a

reconnection fee established by city council resolution. In a Drought Emergency, the water superintendent may provide less time for compliance as required in accordance with applicable law. Customers must be provided with at least 24 hours to repair.

H20 1.040 Regulations – Generally.

- A. Multiple Parcels. It is unlawful for water to be served to two or more parcels of property separately owned through a common service pipe, unless there is no main contiguous to said premises from which service may be had, and further unless the consumer first in order of service from the main provides a written guarantee to pay water rates for all parcels of property so served. Except in a Drought Emergency, the water superintendent must give thirty days' notice in writing to all consumers served through such service before enforcing MPMC Chapter 14.08 or Chapter 14.12 by discontinuing water service in accordance with this code and Public Utilities Code Sections 10001, *et seq.* In a Drought Emergency, the water superintendent may provide less time for compliance.
- B. Hosing Down. To, among other things, comply with the city's national pollutant discharge elimination system ("NPDES") permit requirements, it is unlawful for any person to hose water or wash down any sidewalk, walkway, driveway, parking area or other paved surface, except as is required for the benefit of public health and safety.
- C. Lawn/Landscape Watering. To, among other things, comply with the City's NPDES permit requirements:
 - 1. It is unlawful for any person to water or cause to be watered any lawn or landscaping between the hours of 9:00 a.m. and 5:00 p.m. of any one day.
 - 2. It is unlawful for any person to water or cause to be watered any lawn or landscaping more than once a day.
 - 3. It is unlawful for any person to water or cause to be watered any lawn or landscaping within 48 hours after measurable precipitation.
 - 4. It is unlawful for any person to water or cause to be watered any lawn or landscaping to such an extent that runoff into any adjoining street, parking lot or alley occurs due to incorrectly directed or maintained sprinklers or excessive watering.

5. It is the duty of all persons to inspect all hoses, faucets and sprinkling systems for leaks, and to cause all leaks to be repaired as soon as is reasonably practicable.
- D. Indoor Plumbing and Fixtures. It is the duty of all persons to inspect all accessible indoor plumbing and faucets for leaks, and to cause all leaks to be repaired as soon as is reasonably practicable, but not later than seven days after receiving a notice of violation from the water superintendent.
- E. Washing Vehicles. It is unlawful for any person to wash any motor vehicle, boat, trailer, or other type of mobile equipment unless such vehicle is washed:
 1. At a commercial carwash;
 2. Using only reclaimed water; or
 3. By using a hand-held bucket or a water hose equipped with an automatic shutoff nozzle.
- F. Running Hose Prohibited. It is unlawful for any person to leave a water hose running while washing a vehicle or at any other time.
- G. Public Eating Places. It is unlawful for any restaurant, hotel, cafeteria, café, or other public place where food is sold or served to serve drinking water to any customer unless specifically requested to do so by such customer.
- H. Linen Services. Commercial lodging establishments, including hotels and motels, must offer guests the option of declining daily bed linen and towel laundry services. Each commercial lodging establishment must prominently display notice of this option in each room.
- I. Decorative Fountains. It is unlawful for any person to use water to clean, fill, or maintain levels in any decorative fountain, pond, lake, or other similar aesthetic structure unless such water flows through a recycling system.
- J. It is unlawful to install non re-circulating water systems at new commercial car washes and new commercial laundromat facilities.
- K. Single Pass Cooling Systems. It is unlawful to install single pass cooling systems in new commercial buildings requesting new water

utility service.

- L. A written warning must be provided to persons upon the first violation of this section.

H20 1.050 Determination of Drought Emergency.

The water superintendent must monitor and evaluate projected available water supplies and estimated water demand of the city's users. Upon the water superintendent determining, whether through an independent evaluation or as directed by the State Water Resources Control Board, that a Drought Emergency exists, the City Council must consider declaring a Stage 1, Stage 2, Stage 3 or Stage 4 Drought Emergency by resolution.

H20 1.060 Stage 1 Drought Emergency.

- A. Declaring a Stage 1 Drought Emergency demonstrates the need to reduce the City's water demand by a maximum of 10%.
- B. The resolution declaring a Stage 1 Drought Emergency must direct the water superintendent to provide public notice regarding appropriate voluntary water use restrictions including, without limitation:
 - 1. Watering outdoors for the purposes of irrigating landscape, lawns, vegetated areas, and plant material without the use of a drip irrigation or micro-spray system should be limited to three (3) times per week. Residents may water and/or irrigate landscape, lawns, vegetated areas, and plant material on Monday, Wednesday, and Friday.

H20 1.070 Stage 2 Drought Emergency.

- A. Declaring a Stage 2 Drought Emergency demonstrates the need to reduce the City's water demand between 10% and 25%.
- B. The resolution declaring a Stage 2 Drought Emergency must, in addition to the general prohibitions of this Ordinance, direct the water superintendent to impose the following mandatory water use restrictions:
 - 1. Watering outdoors for the purposes of irrigating landscape, lawns, vegetated areas, and plant material without the use of a drip irrigation or micro-spray system is limited to two (2) times per week. Residents may water and/or irrigate

landscape, lawns, vegetated areas, and plant material on Monday and Thursday.

2. Installing non drip irrigation or micro-spray systems used in watering outdoors for purposes of irrigating landscape, lawns, vegetated areas, and plant material in new commercial and residential developments requesting new water utility service is unlawful.
3. It is unlawful to use potable water to irrigate ornamental turf on public street medians within the City's service boundaries.

H20 1.080 **Stage 3 Drought Emergency.**

- A. Declaring a Stage 3 Drought Emergency demonstrates the need to reduce the City's water demand between 25% and 35%.
- B. The resolution declaring a Stage 3 Drought Emergency must, in addition to the general prohibitions of this Ordinance, direct the water superintendent to impose the following mandatory water use restrictions:
 1. Watering outdoors for the purposes of irrigating landscape, lawns, vegetated areas, and plant material without the use of a drip irrigation or micro-spray system is limited to one (1) time per week. Residents are permitted to water and/or irrigate landscape, lawns, vegetated areas, and plant material on Monday.
 2. Filling swimming pools, spas, hot tubs, Jacuzzis, or children's wading pools is limited to not more than one (1) time per week on Mondays.
 3. Installing non drip irrigation or micro-spray systems used in watering outdoors for purposes of irrigating landscape, lawns, vegetated areas, and plant material in new commercial and residential developments requesting new water utility service is unlawful.
 4. It is unlawful to use potable water to irrigate ornamental turf on public street medians within the City's service boundaries.
 5. It is unlawful to wash any motorized vehicle or non-motorized equipment including, without limitation,

automobiles, trucks, vans, buses, motorcycles, boats, or other motorized and non-motorized equipment unless performed at commercial car wash facilities.

6. Using potable water from fire hydrants is limited to firefighting and emergency related activities and/or other activities necessary to maintain public health, safety, and welfare including, without limitation, flushing utility distribution pipelines; constructing water distribution and production facilities; and maintaining street sweeping services. If there is a need for acquiring fire hydrant and flow testing services, the applicant is required to have the test completed by the water superintendent through the water system computer model in-lieu of having an actual real-time field test completed. The expense incurred by the City for completion of a fire hydrant and flow test using the City water system computer model will be paid by the applicant.

H20 1.090 **Stage 4 Drought Emergency.**

- A. Declaring a Stage 4 Drought Emergency demonstrates the need to reduce the City's water demand between 35% and 50%, or more.
- B. The resolution declaring a Stage 4 Drought Emergency must, in addition to the general prohibitions of this Ordinance, direct the water superintendent to impose the following mandatory water use restrictions:
 1. All watering without a drip irrigation or micro-spray system is prohibited.
 2. Installing non drip irrigation or micro-spray systems used in watering outdoors for purposes of irrigating landscape, lawns, vegetated areas, and plant material in new commercial and residential developments requesting new water utility service is unlawful.
 3. It is unlawful to use potable water to irrigate ornamental turf on public street medians within the City's service boundaries.
 4. It is unlawful to fill swimming pools, spas, hot tubs, and/or jacuzzis of any kind whether in-ground or above-ground structures, including children's wading pools.
 5. It is unlawful to wash any motorized vehicle or non-motorized equipment including, without limitation,

automobiles, trucks, vans, buses, motorcycles, boats, or other motorized and non-motorized equipment unless performed at commercial car wash facilities.

6. Using potable water from fire hydrants is limited to firefighting and emergency related activities and/or other activities necessary to maintain public health, safety, and welfare including, without limitation, flushing utility distribution pipelines; constructing water distribution and production facilities; and maintaining street sweeping services. If there is a need for acquiring fire hydrant and flow testing services, the applicant is required to have the test completed by the water superintendent through the water system computer model in-lieu of having an actual real-time field test completed. The expense incurred by the City for completion of a fire hydrant and flow test using the City water system computer model will be paid by the applicant.
- C. In addition, the resolution declaring a Stage 4 Drought Emergency may direct the water superintendent not to issue new water utility service connections for any development.

H20 1.100 **Sunset Clause.**

This Ordinance is repealed and will become ineffective on February 13, 2016, unless the City Council takes additional action to extend the effectiveness of this Ordinance or adopts new water conservation regulations in accordance with applicable law.

SECTION 3: Environmental Review. This ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because it establishes rules and procedures to clarify existing policies and practices related to water service; does not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitutes an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. This Ordinance is adopted, in part, for protection of the environment. Accordingly, this Ordinance does not constitute a "project" that requires environmental review (*see specifically* CEQA Guidelines § 15378(b)(2, 5)). Moreover, even if the Ordinance were a project, it constitutes a specific action needed to mitigate an emergency in accordance with CEQA Guidelines § 15269(c) and would be categorically exempt from additional environmental review.

SECTION 4: The City Manager is authorized to promulgate administrative policies and procedures in order to implement the purpose and goals set forth in this Ordinance.

SECTION 5: Construction. This Ordinance must be broadly construed in order to achieve the purposes stated in this Ordinance. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 6: Enforceability. Repeal or supersession of any provision of the MPMC does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed or superseded part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 7: Validity of Previous Code Sections. If this entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal or amendment of the MPMC or other ordinance by this Ordinance will be rendered void and cause such previous MPMC provision or other the city ordinance to remain in full force and effect for all purposes.

SECTION 8: Severability. If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 9: Publication. The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of Monterey Park's book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 10: *Effective Date.* This Ordinance will become effective on the thirty-first (31st) day after its adoption.

PASSED AND ADOPTED this ____ day of _____, 2015.

Hans Liang
Mayor

ATTEST:

Vincent D. Chang,
City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By:



Karl H. Berger,
Assistant City Attorney

ATTACHMENT 3
Resolution Declaring a
Stage 2 Drought Emergency

RESOLUTION NO.

A RESOLUTION DECLARING A STAGE 2 DROUGHT EMERGENCY AND DIRECTING THE WATER SUPERINTENDENT TO IMPLEMENT WATER CONSERVATION RESTRICTIONS IN ACCORDANCE WITH SECTION H20 1.070 OF THE MONTEREY PARK EMERGENCY WATER CONSERVATION REGULATIONS.

The City Council of the City of Monterey Park resolves as follows:

SECTION 1: The City Council finds as follows:

- A. In response to the Governor's April 1, 2015 Executive Order, the California State Water Resources Control Board (the "Board") adopted emergency regulations amending 23 California Code of Regulations §§ 863, 864, 865, and 866 ("Emergency Regulations");
- B. To comply with the Emergency Regulations, the City Council adopted Ordinance No. ____ on July 1, 2015 which takes effect immediately;
- C. Ordinance No. ____ enacts the Monterey Park Emergency Water Conservation Regulations which establish the means by which the City Council may declare a Drought Emergency; and
- D. This Resolution is adopted in accordance with Section H20 1.070 of the Monterey Park Emergency Water Conservation Regulations to declare a Stage 2 Drought Emergency.

SECTION 2: **Stage 2 Drought Emergency.**

- A. Based upon the entire record including, without limitation, the staff report provided June 17, 2015 and July 1, 2015 by the Water Superintendent, the City Council finds that it is in the public interest to declare a Stage 2 Drought Emergency. There is a demonstrated the need to reduce the City's water demand between 10% and 25%.
- B. In addition to all other requirements of applicable law including, without limitation, the Monterey Park Municipal Code ("MPMC"), the Water Superintendent is directed to impose the following mandatory water use restrictions:
 - 1. Watering outdoors for the purposes of irrigating landscape, lawns, vegetated areas, and plant material without the use of

a drip irrigation or micro-spray system is limited to two (2) times per week. Residents may water and/or irrigate landscape, lawns, vegetated areas, and plant material on Monday and Thursday.

2. Installing non drip irrigation or micro-spray systems used in watering outdoors for purposes of irrigating landscape, lawns, vegetated areas, and plant material in new commercial and residential developments requesting new water utility service is unlawful.
3. It is unlawful to use potable water to irrigate ornamental turf on public street medians within the City's service boundaries.

SECTION 3: To assist ratepayers in meeting the requirements of applicable law including, without limitation, this Resolution, the City Council finds that it is in public interest to waive fees associated with the inspection and approval of installing irrigation controllers, valves and sprinkler heads, for the conversion from standard equipment to water conservation equipment. The Water Superintendent is directed to implement such waiver in accordance with this Resolution.

SECTION 4: The City Manager is authorized to promulgate administrative policies and procedures in order to implement the purpose and goals set forth in this Resolution.

SECTION 5: This Resolution will become effective on the thirty-first (31st) day after its adoption and will remain effective absent additional action taken by the Board, the Emergency Regulations will expire February 13, 2016.

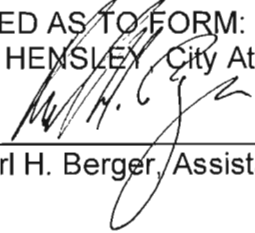
PASSED AND ADOPTED this ____ day of ____, 2015.

Hans Liang,
Mayor

ATTEST:

Vincent D. Chang,
City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By: 
Karl H. Berger, Assistant City Attorney



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: **New Business
Agenda Item 6-A.**

TO: The Honorable Mayor and City Council
FROM: Chu Thai, Director of Management Services
Annie Yaung, CPFO, Controller
SUBJECT: Warrant Register for the City of Monterey Park of
July 1, 2015

RECOMMENDATION:

It is recommended that the City Council:

- (1) Approve payment of warrants and adopt Resolution No. _____ allowing certain claims and demands per Warrant Register dated **July 1, 2015 totaling \$609,850.92** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered **304825-305040**.

BACKGROUND:

The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park. I also certify that there are monies available for the payments thereof.

FISCAL IMPACT:

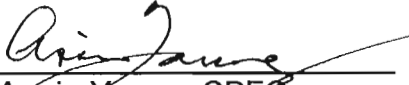
Disbursements from all funds total **\$609,850.92.**

Respectfully submitted:

Prepared by:

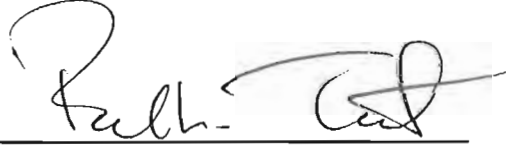


Chu Thai
Director of Management Services



Annie Yaung, CPFO
Controller

Approved By:



Paul L. Talbot
City Manager

Attachments: Warrant Register

RESOLUTION NO.
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS
PER WARRANT REGISTER DATED
1ST DAY OF JULY 2015
TOTALING \$609,850.92 AND SPECIFYING THE FUNDS OUT
OF WHICH THE SAME ARE TO BE PAID

THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DOES RESOLVE:

SECTION 1. That the following claims and demands have been audited and that the same are hereby allowed from various funds in the following amounts:

General Fund	\$ 263,916.34
State Gas Tax Fund	38,585.24
Sewer Fund	1,481.48
Refuse Fund	28,681.69
City Shop Fund	36,363.40
Technology Internal Service Fund	2,641.44
Special Deposits Fund	15,448.29
Business Improvement Area #1	371.64
Water Fund	42,444.51
OPA Proposition A	3,848.66
Measure R Fund	13,850.34
Library Tax Fund	10,565.76
POST	2,374.09
El Civic Education Grant	4,214.30
Home Housing Program	1,784.80
Recreation Fund	2,378.00
Asset Forfeiture	1,643.58
Construction Agency Fund	5,264.00
Air Quality Improvement Fund	380.00
Prop C	57,944.11
CDBG Fund	5,144.93
Maintenance District 93-1	1,812.30
Selective Traffic Enforcement	600.00
Maintenance Grant (075)	1,827.61
ELAC Instructional Serv Prog	2,805.29
Tree Planting County Grant	2,183.75
Teacher In A Tablet	525.49
Homeland Security 2013 SHSGP	14,017.32
Urban Area Initiative 2014	10,338.36
LA County Open Space Grant	33,046.00
City/Housing Successor Agency	3,368.20
 TOTAL	 <u>\$ 609,850.92</u>

PASSED, APPROVED AND ADOPTED THE 1ST DAY OF JULY 2015.

Hans Liang, Mayor
City of Monterey Park, California

ATTEST

Vincent D. Chang, City Clerk
City of Monterey Park, California

RESOLUTION NO.

Page 2

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY COUNCIL OF THE)
CITY OF MONTEREY PARK)

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Monterey Park at a regular meeting held on the 1st day of July 2015 by the following vote of the Council:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSTAINED:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:

Vincent D. Chang, City Clerk
City of Monterey Park, California

ATTACHMENT 1

Warrant Register

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 07/01/2015

5

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ALLSTAR FIRE EQUIPMENT INC.	0462-801-3201-54250	8,617.85	FIRE GPS NAVIGATOR		304842	8,617.85
AT & T	0010-801-3113-32050	40.54	PHONE SERVICE		304843	40.54
AT&T	0010-801-1301-32050	15.66	INTERNET/PHONE SERVICE		304825	
	0010-801-1404-32050	50.17	INTERNET/PHONE SERVICE		304825	
	0010-801-1408-32050	128.12	INTERNET/PHONE SERVICE		304825	
	0043-801-1404-32050	25.54	INTERNET/PHONE SERVICE		304825	
	0092-801-1404-32050	31.02	INTERNET/PHONE SERVICE		304825	
	0010-801-4209-32050	257.21	INTERNET/PHONE SERVICE		304825	
	0010-801-1801-32050	15.76	INTERNET/PHONE SERVICE		304825	
	0010-801-3112-32050	3,167.30	INTERNET/PHONE SERVICE		304825	
	0010-801-3113-32050	15.50	INTERNET/PHONE SERVICE		304825	
	0010-801-3114-41100	17.32	INTERNET/PHONE SERVICE		304825	
	0010-801-3201-32050	1,036.01	INTERNET/PHONE SERVICE		304825	
	0010-801-6001-32050	198.53	INTERNET/PHONE SERVICE		304825	
	0010-801-6502-32050	150.36	INTERNET/PHONE SERVICE		304825	
	0010-801-6517-32050	17.32	INTERNET/PHONE SERVICE		304825	
	0022-801-4206-32050	303.30	INTERNET/PHONE SERVICE		304825	
	0109-801-6511-32050	67.97	INTERNET/PHONE SERVICE		304825	
	0092-801-4220-32050	203.54	INTERNET/PHONE SERVICE		304825	
	0092-801-4222-32050	645.78	INTERNET/PHONE SERVICE		304825	
	0010-801-1408-32050	1,190.42	INTERNET/PHONE SERVICE		304825	
	0010-801-3112-32050	793.61	INTERNET/PHONE SERVICE		304825	
	0010-801-3201-32050	396.81	INTERNET/PHONE SERVICE		304825	
	0010-801-6001-32050	132.27	INTERNET/PHONE SERVICE		304825	
	0169-801-2201-32050	132.27	INTERNET/PHONE SERVICE		304825	
	0010-801-1404-32050	598.78	INTERNET/PHONE SERVICE		304825	
	0043-801-1404-32050	441.20	INTERNET/PHONE SERVICE		304825	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 07/01/2015

6

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AT&T	0092-801-1404-32050	535.75	INTERNET/PHONE SERVICE		304825	10,567.52
BANKCARD CENTER	0010-801-1101-39400	1,616.51	05/15 STMT-ICA CONFERENCE		304826	
	0010-801-1101-39400	1,527.99-	05/15 STMT-ICSC HOTEL CREDIT		304826	
	0010-801-1110-39300	135.00	05/15 STMT-ICSC MEMBERSHIP		304826	
	0010-801-1201-33200	40.00	05/15 STMT-LCC MEETING		304826	
	0010-801-1201-39400	769.56	05/15 STMT-CACC SEMINAR		304826	
	0010-801-1201-39400	333.68-	05/15 STMT-ICSC HOTEL CREDIT		304826	
	0010-801-1501-33400	1,200.48	05/15 STMT-ICSC RECON		304826	
	0010-801-1501-39300	50.00	05/15 STMT-ICSC MEMBERSHIP		304826	
	0010-801-1801-22670	2,169.68	05/15 STMT-EE LUNCHEON		304826	
	0010-801-1801-39550	337.23	05/15 STMT-ORAL PANEL		304826	
	0010-801-3101-22650	10.00	05/15 STMT-SUBSCRIPTION		304826	
	0010-801-3201-39400	659.15	05/15 STMT-FIRE SUPPLIES		304826	
	0010-801-3210-24100	94.17	05/15 STMT-FIRE SUPPLIES		304826	
	0010-801-3210-24250	372.05	05/15 STMT-FIRE SUPPLIES		304826	
	0010-801-3230-22750	331.05	05/15 STMT-FIRE SUPPLIES		304826	
	0010-801-3230-39400	1,197.92	05/15 STMT-PRINTER		304826	
	0010-801-4210-38400	2,275.95	05/15 STMT-ELEVATOR PERMIT		304826	
	0010-801-4212-21200	148.75	05/15 STMT-710 EVENT SUPPLIES		304826	
	0010-801-6006-22450	50.53	05/15 STMT-LIBRARY SUPPLIES		304826	
	0043-801-1403-39300	55.00	05/15 STMT-MEMBERSHIP		304826	
	0075-450-0075-08250	131.97	05/15 STMT-SUPPLIES (TRUST)		304826	
	0075-450-0075-08640	336.00	05/15 STMT-SUBSCRIPTION (TRUST)		304826	
	0092-801-1403-39300	55.00	05/15 STMT-MEMBERSHIP		304826	
	0092-801-1403-39400	55.00	05/15 STMT-TRAINING		304826	
	0109-801-4201-31950	200.00	05/15 STMT-710 EVENT SUPPLIES		304826	
	0136-801-3101-33250	1,900.30	05/15 STMT-POST TRAINING		304826	
	0142-801-6005-22750	1,500.37	05/15 STMT-LIBRARY CONFERENCE		304826	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 07/01/2015

7

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
BANKCARD CENTER	0160-801-3101-39400	133.58	05/15 STMT-POLICE SEMINAR		304826	
	0335-801-3102-33100	600.00	05/15 STMT-CDAA CONFERENCE		304826	
	0349-801-3201-39400	714.11	05/15 STMT-FIRE TRAINING		304826	
						15,277.69
CHARTER COMMUNICATIONS	0010-801-3230-32050	130.00	INTERNET/CABLE SERVICE		304827	
						130.00
CODE R DECALS AND GRAPHICS	0010-801-3210-38400	775.00	FIRE DECALS		304845	
						775.00
COUNTY OF LOS ANGELES	0075-450-0075-08400	480.00	SENIOR PET LICENSING (TRUST)		304846	
						480.00
CSG CONSULTANTS, INC	0010-801-1703-31950	8,552.50	DEVELOPMENT PERMIT TECHNICIAN		304828	
						8,552.50
DEPT. OF INDUSTRIAL RELATIONS (ACCC	0010-801-4210-38400	675.00-	VOID CHECK		303925	
						675.00-
DIVERSIFIED RISK INSURANCE	0075-450-0075-08350	704.26	SPECIAL EVENT INSURANCE (TRUST)		304829	
						704.26
EBSCO SUBSCRIPTION SERVICES	0075-450-0075-08250	1,474.74	LIBRARY SUBSCRIPTIONS (TRUST)		304830	
						1,474.74
GLORIA ENRIQUEZ	0075-450-0075-09080	131.89	INT'L BALL SUPPLIES (TRUST)		304831	
						131.89
JAVIER GOMEZ	0010-701-0010-07050	51.00	REFUND PICNIC RESERVATION		304847	
						51.00
HOME DEPOT CREDIT SERVICES	0010-801-6508-39860	71.00	HARDWARE SUPPLIES	90261	304848	
	0010-801-6508-39860	8.89	HARDWARE SUPPLIES	90261	304848	
	0010-801-6508-39860	73.43	HARDWARE SUPPLIES	90261	304848	
	0010-801-6508-39860	994.51	HARDWARE SUPPLIES	90261	304848	
	0010-801-6508-39860	49.07	HARDWARE SUPPLIES	90261	304848	
	0010-801-6508-39860	31.98-	HARDWARE SUPPLIES -CREDIT	90261	304848	
	0010-801-6517-22750	83.21	HARDWARE SUPPLIES		304848	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 07/01/2015

8

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HOME DEPOT CREDIT SERVICES	0010-801-6517-22100	211.75	HARDWARE SUPPLIES		304848	
	0022-801-4206-23800	227.62	HARDWARE SUPPLIES		304848	
	0092-801-4210-23050	19.81	HARDWARE SUPPLIES		304848	
	0092-801-4210-23050	109.93	HARDWARE SUPPLIES		304848	
	0092-801-4210-23050	558.91	HARDWARE SUPPLIES		304848	
	0022-801-4206-23800	206.72	HARDWARE SUPPLIES		304848	
	0022-801-4206-23100	129.60	HARDWARE SUPPLIES		304848	2,712.47
	0462-801-3201-54250	5,399.47	LUMBER/HARDWARE SUPPLIES		304849	5,399.47
HOUSING RIGHTS CENTER	0169-801-2201-41200	2,500.00	FAIR HOUSING	90573	304850	2,500.00
GWEN KISHIDA	0163-801-6005-21350	98.15-	VOID CHECK		301407	
	0445-801-6005-21350	126.20-	VOID CHECK		301407	224.35-
	0163-801-6005-21350	98.15	REIMBURSE LIBRARY SUPPLIES		304851	
	0445-801-6005-21350	126.20	REIMBURSE LIBRARY SUPPLIES		304851	224.35
LEAD TECH ENVIRONMENTAL, INC.	0152-801-2206-38650	805.00	LEAD TESTING-610 HARRISON		304832	
	0152-801-2206-38650	525.00	LEAD TESTING-1211 BRANHAM		304832	
						1,330.00
MONTEREY PARK PETTY CASH	0092-801-4222-39300	105.00	PETTY CASH-WATER CERTIFICATE		304833	
	0092-801-4220-21350	61.53	PETTY CASH-REFRESHMENTS		304833	
	0092-801-4223-39300	15.00	PETTY CASH-PARKING		304833	
	0092-801-4222-31950	20.74	PETTY CASH-POSTATE		304833	
	0010-801-3201-39400	30.52	PETTY CASH-FIRE OPEN HOUSE		304833	
	0010-801-3201-39400	14.17	PETTY CASH-FIRE OPEN HOUSE		304833	246.96
	0010-801-3120-39700	99.10	PETTY CASH-BLOCK MEETING		304852	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MONTEREY PARK PETTY CASH	0092-801-4221-23900	15.00	PETTY CASH-PARKING		304852	
	0010-801-4212-33100	19.22	PETTY CASH-PARKING		304852	
	0010-801-4212-39350	4.78	PETTY CASH-PARKING		304852	
	0022-801-4206-39400	25.00	PETTY CASH-710 EVENT		304852	
	0092-801-4223-39300	65.69	PETTY CASH-REFRESHMENTS		304852	
	0092-801-4223-39300	9.60	PETTY CASH-REFRESHMENTS		304852	
	0010-801-1701-22750	16.32	PETTY CASH-REFRESHMENTS		304852	254.71
KAREN OGAWA	0075-450-0075-09010	179.58	CHERRY BLOSSOM SUPPLIES (TRUST)		304834	179.58
PITNEY BOWES POSTAGE BY PHONE	0010-801-1301-32200	2.96	POSTAGE		304853	
	0010-801-1403-32200	101.12	POSTAGE		304853	
	0010-801-1406-32200	258.52	POSTAGE		304853	
	0010-801-1701-32200	105.34	POSTAGE		304853	
	0010-801-1702-32200	57.13	POSTAGE		304853	
	0010-801-1703-32200	6.43	POSTAGE		304853	
	0010-801-1704-32200	3.39	POSTAGE		304853	
	0010-801-1801-32200	37.22	POSTAGE		304853	
	0010-801-1802-32200	2.82	POSTAGE		304853	
	0010-801-3101-32200	20.42	POSTAGE		304853	
	0010-801-3102-32200	24.12	POSTAGE		304853	
	0010-801-3104-32200	4.89	POSTAGE		304853	
	0010-801-3111-32200	4.82	POSTAGE		304853	
	0010-801-3113-32200	4.36	POSTAGE		304853	
	0010-801-3114-32200	66.31	POSTAGE		304853	
	0010-801-3120-32200	142.31	POSTAGE		304853	
	0010-801-3201-32200	2.39	POSTAGE		304853	
	0010-801-3205-32200	43.50	POSTAGE		304853	
	0010-801-3210-32200	0.48	POSTAGE		304853	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
PITNEY BOWES POSTAGE BY PHONE	0010-801-3220-32200	5.51	POSTAGE		304853	
	0010-801-6001-32200	41.05	POSTAGE		304853	
	0010-801-6502-32200	86.09	POSTAGE		304853	
	0043-801-1201-32200	1.94	POSTAGE		304853	
	0060-801-4211-32200	2.82	POSTAGE		304853	
	0075-450-0075-09230	74.75	POSTAGE (TRUST)		304853	
	0092-801-4220-32200	2.11	POSTAGE		304853	
	0092-801-4221-32200	79.54	POSTAGE		304853	
						1,182.34
POST TENSIONING INSTITUTE	0010-801-1703-39350	149.00	BUILDING CODE BOOK		304835	
						149.00
MARGARET RAMIREZ	0075-450-0075-08610	150.00	PLAY DAYS PHOTO (TRUST)		304854	
						150.00
MANNY REYES	0159-801-6507-31970	2,080.00	INSTRUCTOR-RECREATION CLASS		304836	
						2,080.00
SBC LONG DISTANCE	0010-801-1408-32050	113.88	PHONE SERVICE		304855	
	0010-801-3112-32050	75.93	PHONE SERVICE		304855	
	0010-801-1408-32050	37.97	PHONE SERVICE		304855	
	0010-801-6001-32050	12.66	PHONE SERVICE		304855	
	0169-801-2201-32050	12.66	PHONE SERVICE		304855	
						253.10
TERESA REAL SEBASTIAN	0010-801-1101-33200	351.79	ICSC RECON		304837	
	0010-801-1101-33200	15.40	WOMEN BUILDING THE NATION		304837	
						367.19
SIGMANET, INC	0063-801-5002-99055	818.23	COMPUTER/SUPPLIES	90591	304856	
	0131-801-6003-38400	10,565.76	COMPUTER/SUPPLIES	90591	304856	
	0010-801-1704-24150	1,700.00	COMPUTER/SUPPLIES	90591	304856	
	0010-801-1704-31860	5,406.09	COMPUTER/SUPPLIES	90591	304856	
	0010-801-3115-38400	5,282.88	COMPUTER/SUPPLIES	90591	304856	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
SIGMANET, INC	0010-801-1801-38400	1,320.72	COMPUTER/SUPPLIES	90594	304856	
	0060-801-4211-24150	600.00	COMPUTER/SUPPLIES	90594	304856	
	0092-801-4222-24150	515.30	COMPUTER/SUPPLIES	90594	304856	
	0010-801-4212-31950	600.00	COMPUTER/SUPPLIES	90594	304856	
	0010-801-1404-22750	1,320.72	COMPUTER/SUPPLIES	90594	304856	
	0063-801-5002-99055	1,660.31	COMPUTER/SUPPLIES	90594	304856	
	0063-801-5002-99055	162.90	COMPUTER/SUPPLIES		304856	29,952.91
SKATE EXPRESS, INC.	0010-801-6506-31150	540.00	DAY CARE-SUMMER EXCURSION		304838	540.00
SPRINT CORPORATION	0010-801-3115-38400	1,132.20	MOBILE DATA SERVICE	90024	304839	1,132.20
	0010-801-3115-38400	1,339.27	MOBILE DATA SERVICE	90024	304857	
	0010-801-3115-38400	14.39	MOBILE DATA SERVICE		304857	1,353.66
STEINY AND COMPANY, INC.	0166-850-5003-91924	10,412.14	TRAFFIC SIGNAL-ATL/HELLMEM	80571	304858	
	0166-850-5001-91924	10,411.14	TRAFFIC SIGNAL-ATL/HELLMEM	80571	304858	20,823.28
THE GAS COMPANY (DBA)	0010-801-3114-36200	101.78	GAS SERVICES		304859	101.78
UNITED RENTALS NORTHWEST INC	0075-450-0075-08610	904.52-	VOID CHECK		304812	
	0075-450-0075-08610	141.51-	VOID CHECK		304812	
	0092-801-4222-37300	768.37-	VOID CHECK	90143	304812	1,814.40-
	0092-801-4222-37300	768.37	EQUIPMENT RENTAL (TRUST)	90143	304860	768.37
UNITED SITE SERVICES OF CA INC	0075-450-0075-08610	904.52	PLAY DAYS RENTAL (TRUST)		304861	
	0075-450-0075-08610	141.51	PLAY DAYS RENTAL (TRUST)		304861	1,046.03

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
VERIZON WIRELESS	0010-801-3104-38400	38.01	WIRELESS VOICE & DATA SERVICE		304840	
	0010-801-3115-38400	38.01	WIRELESS VOICE & DATA SERVICE		304840	
						76.02
	0010-801-1404-32050	28.98	WIRELESS VOICE & DATA SERVICE		304862	
	0010-801-4209-32050	29.74	WIRELESS VOICE & DATA SERVICE		304862	
	0010-801-4212-32050	15.08	WIRELESS VOICE & DATA SERVICE		304862	
	0010-801-6517-32050	10.65	WIRELESS VOICE & DATA SERVICE		304862	
	0092-801-4222-32050	1.82	WIRELESS VOICE & DATA SERVICE		304862	
	0092-801-4221-32050	40.22	WIRELESS VOICE & DATA SERVICE		304862	
	0092-801-4223-32050	25.40	WIRELESS VOICE & DATA SERVICE		304862	
	0010-801-6502-32050	26.36	WIRELESS VOICE & DATA SERVICE		304862	
	0022-801-4206-32050	68.80	WIRELESS VOICE & DATA SERVICE		304862	
	0010-801-3112-32050	827.69	WIRELESS VOICE & DATA SERVICE		304862	
						1,074.74
VETERINARY HEALTHCARE CENTER	0160-801-3103-22800	389.19-	VOID CHECK		304814	
						389.19-
	0160-801-3103-22800	329.18	VETERINARY SERVICE		304863	
						329.18
WILLDAN FINANCIAL SERVICES	0010-801-1403-31800	4,725.00	COST ALLOCATION PLAN	90662	304841	
						4,725.00
TOTAL FOR PREPAID WARRANTS						122,652.39

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
360TRAINING.COM, INC	0060-801-4211-39400	1,058.00	FLEET-TRAINING		304864	1,058.00
A & J PORTABLE RESTROOM INC	0010-801-6508-39860	800.00	FARMERS MARKET RESTROOM	90251	304865	800.00
A & R NURSERY	0010-801-6517-22100	30.52	LANDSCAPE SUPPLIES		304866	
	0010-801-6517-22100	30.52	LANDSCAPE SUPPLIES		304866	
	0010-801-6517-22100	160.23	LANDSCAPE SUPPLIES		304866	221.27
ACTION SALES (DBA)	0010-801-3102-22750	133.94	POLICE SUPPLIES		304867	133.94
ADVANCE PEST TERMITÉ CONTROL	0010-801-3113-38100	39.00	PEST CONTROL	90000	304868	
	0010-801-3210-22750	47.00	PEST CONTROL	90210	304868	
	0010-801-3210-22750	42.00	PEST CONTROL	90210	304868	
	0010-801-3210-22750	35.00	PEST CONTROL	90210	304868	163.00
ADVANCED ELECTRONICS	0160-801-3103-22750	70.01	POLICE RADIO EQUIPMENT		304869	
	0010-801-5002-88550	4,779.62	POLICE EOC EQUIPMENT INSTALL	90331	304869	4,849.63
AGENCIES TOOL CENTER	0060-801-4211-24100	472.21	FLEET TOOLS		304870	472.21
AIR EXCHANGE, INC	0010-801-3210-38400	672.48	FIRE-REPAIR STATION 61		304871	672.48
ALHAMBRA CHRYSLER DODGE JEEP RAM	0060-801-4211-23500	16.75	FLEET PARTS-UNIT 078		304872	
	0060-801-4211-38410	193.04	FLEET PARTS		304872	209.79
ALLSTAR FIRE EQUIPMENT INC.	0463-801-5002-99727	2,327.13	FIRE EQUIPMENTS	90581	304873	
	0463-801-5002-99727	7,785.95	FIRE EQUIPMENT	90581	304873	
	0463-801-5002-99727	225.28	FIRE EQUIPMENT	90581	304873	
	0349-801-3201-39400	633.36	FIRE EQUIPMENT	90581	304873	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ALLSTAR FIRE EQUIPMENT INC.	0010-801-3210-24250	16.35	FIRE EQUIPMENT		304873	
	0349-801-3201-39400	1,332.72	FIRE EQUIPMENT		304873	
	0349-801-3201-39400	33.54	FIRE EQUIPMENT		304873	
	0010-801-3210-22300	150.95	FIRE EQUIPMENT	90226	304873	
	0010-801-3210-22300	483.43	FIRE EQUIPMENT		304873	
	0010-801-3210-22300	623.48	FIRE EQUIPMENT		304873	
						13,612.19
AMERICAN CONCRETE INSTITUTE	0010-801-1703-39350	184.76	BUILDING CODE BOOK	90661	304874	
						184.76
AMERICAN TRAFFIC SAFETY	0022-801-4206-23100	324.91	STREET-SUPPLIES		304875	
						324.91
ANIMAL PEST MANAGEMENT SVCS	0010-801-3111-31950	1,500.00	TRAPPING SERVICE	90002	304876	
	0010-801-3111-31950	1,500.00	TRAPPING SERVICE		304876	
						3,000.00
APL GLASS COMPANY	0010-801-4210-38100	1,126.85	BUILDING SUPPLIES		304877	
	0010-801-4210-38100	25.00	BUILDING SUPPLIES		304877	
						1,151.85
ARC IMAGING RESOURCE - CALIFORNIA	0092-801-4212-37500	131.49	ENGINEERING PRINTER	90244	304878	
						131.49
ARGIL BLDG. MATERIAL CO.	0022-801-4202-22400	68.67	CONCRETE		304879	
						68.67
ATHENS SERVICES	0022-801-4205-41200	25,498.90	STREET SWEEPING	90168	304880	
	0022-801-4205-41200	600.00	STREET SWEEPING		304880	
	0344-801-5002-99290	1,317.61	STREET SWEEPING	90198	304880	
						27,416.51
AUTOMATIC STOREFRONT SERVICE	0010-801-4210-38100	280.00	DOOR REPAIR		304881	
						280.00
AUTOZONE WEST, INC	0060-801-4211-23500	49.96	FLEET SUPPLIES/PARTS-UNIT 049		304882	
	0060-801-4211-23500	116.59	FLEET SUPPLIES/PARTS-UNIT 049		304882	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						166.55
B A B STEERING HYDRAULICS, INC	0060-801-4211-38400	214.79	FLEET PARTS	90036	304883	
	0060-801-4211-38400	423.41	FLEET PARTS		304883	
	0060-801-4211-38400	34.00-	FLEET PARTS-CREDIT		304883	
						604.20
B W GRAPHICS	0010-801-1101-39250	243.07	BUSINESS CARD-S LAM		304884	
	0010-801-6502-39250	34.88	BUSINESS CARD-R AVILA		304884	
	0010-801-6502-39250	34.88	BUSINESS CARD-P SMITH		304884	
	0010-801-4210-24100	28.34	BUSINESS CARD-C NELSON		304884	
	0010-801-3205-21250	30.52	BUSINESS CARD-C GOMEZ		304884	
	0010-801-3205-21250	30.52	BUSINESS CARD-W SHUM		304884	
	0010-801-3205-21250	30.52	BUSINESS CARD-C BRAVO		304884	
	0010-801-6517-21350	28.34	BUSINESS CARD-C REYES		304884	
	0010-801-4212-39250	32.70	BUSINESS CARD-P STRAND		304884	
						493.77
BARKER MANAGEMENT / ROLAND JONES	0075-450-0075-08200	500.00	BOND REFUND (TRUST)		304885	
						500.00
BARTEL ASSOCIATES LLC	0010-801-5102-31850	460.00	ACTUARIAL CONSULTING SERVICES	90683	304886	
	0010-801-5102-31850	3,875.00	ACTUARIAL CONSULTING SERVICES	90683	304886	
						4,335.00
BAXTER'S FRAME WORKS AND BADGE FRAM	0010-801-3101-24100	97.20	POLICE PLAQUES		304887	
						97.20
BELOW 100	0160-801-3101-39400	1,500.00	POLICE TRAINING		304888	
						1,500.00
BOB BARKER CO., INC.	0010-801-3113-22600	111.87	POLICE SUPPLIES	90003	304889	
	0010-801-3113-22600	66.62	POLICE SUPPLIES	90003	304889	
						178.49
BUCKNAM INFRASTRUCTURE GROUP, INC	0110-801-5001-91929	7,414.55	PAVEMENT MANAGEMENT UPDATE	90579	304890	
						7,414.55

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CAAD LLC	0092-801-4221-39250	1,108.80	WATER BILL MAILING SERVICE		304891	1,108.80
CALBO TRAINING INSTITUTE	0010-801-1703-33200	185.00	BUILDING TRAINING		304892	185.00
CALIFORNIA HARDWOOD FLOORS	0010-801-4210-38250	600.00	LIBRARY DOOR REPAIR		304893	600.00
CANON FINANCIAL SERVICES, INC.	0060-801-4211-38400	156.66	COPIER MACHINE RENTAL		304894	
	0092-801-4223-37300	761.63	COPIER MACHINE RENTAL		304894	
	0092-801-1201-37500	1,385.89	COPIER MACHINE RENTAL		304894	
	0010-801-1701-37500	826.88	COPIER MACHINE RENTAL	90205	304894	
	0092-801-4223-38400	826.88	COPIER MACHINE RENTAL	90205	304894	
	0010-801-3205-37500	826.88	COPIER MACHINE RENTAL	90205	304894	
	0010-801-1701-37500	5.58	COPIER MACHINE RENTAL		304894	
	0092-801-4223-38400	5.58	COPIER MACHINE RENTAL		304894	
	0010-801-3205-37500	5.58	COPIER MACHINE RENTAL		304894	4,801.56
CANON SOLUTIONS AMERICA, INC	0060-801-4211-38400	43.26	COPIER MAINTENANCE		304895	43.26
CERTIFYME.NET INC	0060-801-4211-39400	414.00	FLEET TRAINING MANUAL		304896	414.00
HILLARY CHEN	0010-701-0010-03630	53.00	REFUND PARKING CITATION		304897	53.00
CITATION MANAGEMENT (DBA)	0010-701-0010-03630	3,743.56	PARKING CITATIONS SERVICE		304898	3,743.56
COBRA FIRE PROTECTION	0092-801-4210-38400	271.00	FIRE SYS/EXTINGUISHERS SERVICE	90166	304899	
	0010-801-3210-38400	45.00	FIRE SYS/EXTINGUISHERS SERVICE		304899	316.00
COLLICUTT ENERGY SERVICES INC	0010-801-4210-38100	714.19	GENERATOR REPAIR	90165	304900	714.19

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
COLORAMA WHOLESALE NURSERY (DBA)	0077-801-1111-31950	371.64	LANDSCAPING SUPPLIES	90505	304901	
	0344-801-5002-99290	60.00	LANDSCAPING SUPPLIES		304901	431.64
COME LAND MAINTENANCE COMPANY	0010-801-6517-38250	188.00	JANITORIAL SERVICE	90302	304902	
	0010-801-3113-38250	1,958.33	JANITORIAL SERVICE	90006	304902	
	0092-801-4210-38250	1,661.00	JANITORIAL SERVICE	90668	304902	
	0010-801-3114-38250	755.00	JANITORIAL SERVICE	90668	304902	
	0092-801-4220-31950	279.00	JANITORIAL SERVICE	90668	304902	
	0092-801-4222-38250	132.00	JANITORIAL SERVICE	90668	304902	
	0092-801-4210-38250	1,661.00	JANITORIAL SERVICE	90668	304902	
	0010-801-3114-38250	755.00	JANITORIAL SERVICE	90668	304902	
	0092-801-4220-31950	279.00	JANITORIAL SERVICE	90668	304902	
	0092-801-4222-38250	132.00	JANITORIAL SERVICE	90668	304902	
	0092-801-4210-38250	1,661.00	JANITORIAL SERVICE	90668	304902	
	0010-801-3114-38250	755.00	JANITORIAL SERVICE	90668	304902	
	0092-801-4220-31950	279.00	JANITORIAL SERVICE	90668	304902	
	0092-801-4222-38250	132.00	JANITORIAL SERVICE	90668	304902	
	0010-801-6517-38250	188.00	JANITORIAL SERVICE	90302	304902	10,815.33
COMMERCIAL DOOR OF LOS ANGELES	0010-801-4210-38100	349.45	DOOR REPAIR	90164	304903	349.45
DAILY JOURNAL CORPORATION	0092-801-4223-31950	91.00	LEGAL NOTICE		304904	91.00
DAMEWOOD CONSULTING GROUP	0010-801-1801-39400	800.00	GROUP TRAINING		304905	800.00
DAPEER ROSENBLIT & LITVAK	0010-801-1702-31600	3,934.60	LEGAL FEES-COMM DEVELOPMENT	90204	304906	3,934.60
DATA WEST CORPORATION	0092-801-4222-38400	80.00	SYSTEM SUPPORT	90286	304907	80.00

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
DEPARTMENT OF JUSTICE	0010-801-1801-39550	64.00	FINGERPRINT PROCESSING		304908	
	0010-701-0010-03710	1,052.00	FINGERPRINT PROCESSING		304908	
	0010-801-1801-39550	32.00	FINGERPRINT PROCESSING		304908	
	0010-701-0010-03710	32.00	FINGERPRINT PROCESSING	90287	304908	
	0010-801-1801-39550	544.00	FINGERPRINT PROCESSING		304908	
	0010-801-6508-31950	96.00	FINGERPRINT PROCESSING		304908	1,820.00
DIAZ LANDSCAPE & NURSERY	0152-701-0152-05454	135.00	LANDSCAPE SERVICES		304909	
	0880-701-0880-05454	15.00	LANDSCAPE SERVICES		304909	
	0152-701-0152-05451	48.60	LANDSCAPE SERVICES		304909	
	0880-701-0880-05451	71.40	LANDSCAPE SERVICES		304909	
	0152-701-0152-05453	90.00	LANDSCAPE SERVICES		304909	
	0152-701-0152-05452	112.80	LANDSCAPE SERVICES		304909	
	0880-701-0880-05452	7.20	LANDSCAPE SERVICES		304909	
	0152-701-0152-05455	68.40	LANDSCAPE SERVICES		304909	
	0880-701-0880-05455	291.60	LANDSCAPE SERVICES		304909	840.00
DIVERSIFIED ALARM SERVICE	0010-801-3112-38400	135.00	SECURITY CAMERA SERVICES		304910	
	0010-801-3112-38400	135.00	SECURITY CAMERA SERVICES		304910	
	0010-801-3112-38400	135.00	SECURITY CAMERA SERVICES		304910	
	0344-801-5002-99290	225.00	SECURITY CAMERA SERVICES		304910	
	0344-801-5002-99290	225.00	SECURITY CAMERA SERVICES		304910	855.00
DOOLEY ENTERPRISES, INC.	0010-801-3103-22620	2,335.00	POLICE AMMUNITION	90671	304911	
	0010-801-3103-22750	173.30	POLICE AMMUNITION	90671	304911	
	0010-801-3103-38400	2,254.50	POLICE AMMUNITION		304911	4,762.80
DUKE'S LANDSCAPING INC.	0092-801-4202-31950	480.00	GARDENING SERVICES	90199	304912	480.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
DUNN-EDWARDS CORPORATION	0010-801-4210-23050	125.88	PAINT SUPPLIES		304913	125.88
EMERGENCY VEHICLE GROUP, INC.	0060-801-4211-38410	704.61	FLEET SUPPLIES-UNIT RA61		304914	704.61
EMPIRE CLEANING SUPPLY	0010-801-6517-22150	1,274.65	JANITORIAL SUPPLIES	90337	304915	2,303.82
	0010-801-3113-22150	780.07	JANITORIAL SUPPLIES		304915	
	0010-801-3113-22150	249.10	JANITORIAL SUPPLIES		304915	
EMS PERSONNEL FUND	0010-801-3220-41100	200.00	PARAMEDIC LICENSE RENEWAL		304916	400.00
	0010-801-3220-41100	200.00	PARAMEDIC LICENSE RENEWAL		304916	
ERLA, INC./ EMSAR LA	0010-801-3220-38400	750.70	FIRE EQUIPMENT MAINTENANCE	90231	304917	837.53
	0010-801-3220-38400	86.83	FIRE EQUIPMENT MAINTENANCE		304917	
IRENE ESCALANTE	0159-701-0159-07010	195.00	REFUND RECREATION CLASS		304918	195.00
EWING IRRIGATION PRODUCTS, INC.	0010-801-6517-23050	61.54	PARKS SUPPLIES		304919	61.54
FAILSAFE TESTING	0010-801-3210-38400	920.00	FIRE LADDERS INSPECTION	90234	304920	1,160.90
	0010-801-3210-38400	240.90	FIRE LADDERS INSPECTION		304920	
FEDERAL EXPRESS CORP.	0010-801-3205-32200	58.05	CARRIER SERVICES		304921	
	0010-801-4212-31500	30.58	CARRIER SERVICES		304921	
	0010-801-6001-32200	9.73	CARRIER SERVICES		304921	
	0092-801-4223-21350	35.81	CARRIER SERVICES		304921	
	0010-801-1403-32200	38.23	CARRIER SERVICES		304921	
	0010-801-3205-32200	42.71	CARRIER SERVICES		304921	
	0010-801-3205-32200	223.75	CARRIER SERVICES		304921	
	0010-801-3205-32200	113.24	CARRIER SERVICES		304921	

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FEDERAL EXPRESS CORP.	0010-801-3101-32200	47.41	CARRIER SERVICES		304921	599.51
FEDEX OFFICE PRINTS & SHIP SERVICES	0043-801-4208-39250	31.39	STREET LAMINATION		304922	31.39
FENSCO SERVICES INC	0010-801-6517-22100	965.00	FENCE INSTALLATION		304923	1,470.00
	0010-801-6517-38100	240.00	FENCE REPAIR		304923	
	0010-801-6517-22100	265.00	FENCE REPAIR		304923	
FORD OF MONTEBELLO	0060-801-4211-38400	69.95	FLEET PARTS-UNIT 986	90045	304924	130.64
	0109-801-4201-31960	60.69	FLEET PARTS		304924	
FUEL SERV	0060-801-4211-22250	1,250.00	GAS PUMP TESTING		304925	1,250.00
GANAHL LUMBER COMPANY INC	0022-801-4202-22400	7.63	LUMBER SUPPLIES		304926	7.63
GARFIELD MEDICAL CENTER	0010-801-3113-22600	24.00	PHYSICAL		304927	48.00
	0010-801-3113-22600	24.00	PHYSICAL		304927	
GARVEY EQUIPMENT COMPANY	0060-801-4211-23500	74.41	FIRE SUPPLIES		304928	1,415.90
	0010-801-6517-24100	1,180.55	FIRE SUPPLIES	90336	304928	
	0010-801-6517-24100	65.24	FIRE SUPPLIES	90336	304928	
	0010-801-6517-24100	95.70	FIRE SUPPLIES	90336	304928	
GENTRY BROTHERS INC.	0110-801-5001-91928	2,300.00	ACKLEY DRAINAGE IMPROVEMENTS	90570	304929	6,435.79
	0110-801-5003-91928	4,135.79	ACKLEY DRAINAGE IMPROVEMENTS	90570	304929	
GEORGE G BOGHOSSIAN & ASSO INC	0161-450-4212-06700	5,264.00	PLAN CHECK	90512	304930	5,693.00
	0010-701-0010-06700	429.00	PLAN CHECK		304930	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
STEPHEN GIOVANAZZI	0136-801-3101-33250	150.00	POST TRAINING		304931	150.00
GLENN B. DORNING, INC	0060-801-4211-23500	113.23	FLEET SUPPLIES		304932	113.23
GOVCONNECTION INC.	0010-801-6003-38400	1,734.93	COMPUTER SUPPLIES	90675	304933	5,184.67
	0010-801-6003-38400	210.32	COMPUTER SUPPLIES	90675	304933	
	0449-801-6005-38400	525.49	COMPUTER SUPPLIES	90672	304933	
	0142-801-6005-38400	2,713.93	COMPUTER SUPPLIES	90672	304933	
GRAINGER	0176-801-4207-23900	394.63	ELECTRICAL SUPPLIES		304934	3,268.12
	0010-801-6517-23050	660.88	ELECTRICAL SUPPLIES		304934	
	0010-801-6517-23300	59.65	ELECTRICAL SUPPLIES		304934	
	0010-801-6517-24100	414.97	ELECTRICAL SUPPLIES		304934	
	0010-801-6517-22750	131.42	ELECTRICAL SUPPLIES		304934	
	0010-801-6517-21350	158.03	ELECTRICAL SUPPLIES		304934	
	0176-801-6516-24100	49.64	ELECTRICAL SUPPLIES		304934	
	0092-801-4223-22300	1,398.90	ELECTRICAL SUPPLIES	90111	304934	
H & H AUTO PARTS WHOLESALE	0060-801-4211-23500	295.14	FLEET PARTS-UNIT 031	90050	304935	52.83
	0060-801-4211-23500	6.35	FLEET PARTS-UNIT 965	90050	304935	
	0060-801-4211-23500	54.26-	FLEET PARTS-CREDIT	90050	304935	
	0060-801-4211-23500	115.92-	FLEET PARTS-CREDIT	90050	304935	
	0060-801-4211-23500	78.48-	FLEET PARTS-CREDIT	90050	304935	
HAAKER EQUIPMENT COMPANY	0060-801-4211-38400	3,352.13	FLEET-REPAIRS UNIT 906	90664	304936	3,439.99
	0060-801-4211-38410	87.86	FLEET-REPAIRS UNIT 906	90664	304936	
HANSON AGGREGATES	0022-801-4202-22400	1,092.85	STREET SUPPLIES	90159	304937	1,092.85

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HAROLD'S KEY SHOP, INC.	0010-801-4210-38100	353.10	KEY/LOCK SERVICES	90158	304938	
	0010-801-4210-38100	90.00	KEY/LOCK SERVICES	90158	304938	
	0010-801-4210-38100	115.00	KEY/LOCK SERVICES	90158	304938	
	0010-801-4210-38100	336.81	KEY/LOCK SERVICES	90158	304938	894.91
RANDY HARPER	0010-801-3201-39400	132.72	REIMBURSEMENT-FIRE SUPPLIES		304939	132.72
HD INDUSTRIES	0060-801-4211-23500	107.82	FLEET REPAIR-WD82		304940	
	0060-801-4211-23500	73.31-	FLEET REPAIR-CREDIT		304940	34.51
HEALTHFIRST MEDICAL GROUP	0010-801-1801-31900	999.00	PRE-EMPLOYMENT PHYSICALS		304941	999.00
HENSLEY LAW GROUP	0010-801-1702-31600	2,870.58	LEGAL-CODE ENFORCEMENT	90540	304942	
	0075-450-0075-09201	1,247.00	LEGAL-MARKET PLACE (TRUST)	90540	304942	
	0010-801-1601-31600	20,000.00	LEGAL-GENERAL SERVICES	90540	304942	
	0010-701-0010-06700	145.00	LEGAL-CC&R REVEIW	90540	304942	
	0010-801-1601-31600	244.91	LEGAL-CHAN	90540	304942	
	0010-801-1704-31950	58.00	LEGAL-MARRIOTT	90540	304942	
	0010-801-1601-31600	11,902.88	LEGAL-VILLA GARFIELD	90540	304942	
	0010-801-1601-31600	87.00	LEGAL-DEV REIMB GEN	90540	304942	
	0010-801-1601-31600	1,218.00	LEGAL-BEDFORD	90540	304942	
	0880-801-2207-31600	2,983.00	LEGAL-DIAZ	90540	304942	
	0010-801-1601-31600	1,334.00	LEGAL-CA DEPT OF FINANCE	90540	304942	42,090.37
HERITAGE OPERATING LP (DBA) PROFLAM	0010-801-4210-38100	133.85	PROPANE		304943	133.85
JESUS HERNANDEZ	0060-801-4211-39400	365.00	BUILDING MAINT-TRAINING		304944	365.00
HOUSING RIGHTS CENTER	0169-801-2201-41200	2,500.00	FAIR HOUSING	90573	304945	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						2,500.00
INDUSTRIAL PIPE & STEEL	0060-801-4211-24100	8.76	WATER SUPPLIES		304946	8.76
INTER VALLEY POOL SUPPLY	0010-801-6502-38250	417.42	POOL CHEMICALS	90659	304947	
	0010-801-6502-38250	425.72	POOL CHEMICALS	90659	304947	
	0010-801-6502-38250	669.06	POOL CHEMICALS	90659	304947	1,512.20
INTERNATIONAL ASSO OF PLUMBING & ME	0010-801-1703-39350	292.77	BUILDING-CODE BOOKS		304948	292.77
INTERNATIONAL ASSOCIATION OF	0010-801-1703-39300	102.00	MEMBERSHIP-DEVELOPMENT SVC		304949	102.00
IRON MOUNTAIN OFF-SITE DATA	0010-801-1403-31700	283.03	COMPUTER TAPE STORAGE	90525	304950	283.03
JAVIER PARADA (DBA) XTREMEFITNESS	0010-801-3201-31950	1,499.90	FITNESS EQUIPMENT MAINTENANCE		304951	1,499.90
JCL BARRICADE COMPANY	0022-801-4206-23100	2,522.04	STREET PAINT	90403	304952	
	0022-801-4206-23100	2,518.12	STREET PAINT	90403	304952	5,040.16
JSE EMERGENCY MEDICAL GROUP, INC	0010-801-3220-39400	500.00	MEDICAL DIRECTOR SERVICES	90211	304953	
	0010-801-3220-39400	500.00	MEDICAL DIRECTOR SERVICES	90211	304953	1,000.00
ERIC KIM	0136-801-3101-33250	158.79	POST TRAINING		304954	158.79
JULIE KIM	0159-701-0159-07010	103.00	REFUND-RECREATION CLASS		304955	103.00
KUSTOM SIGNAL, INC.	0010-801-3103-38400	1,411.71	POLICE SUPPLIES		304956	1,411.71
LAWRENCE R. MOSS & ASSOCIATES	0010-801-6517-31950	3,000.00	LANDSCAPE DESIGN	90548	304957	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						3,000.00
KENNETH LEASURE	0349-801-3201-39400	91.56	REIMBURSE FIRE FITNESS GEAR		304958	91.56
HANS J LIANG	0010-801-1101-33200	291.54	ICSC RECON		304959	291.54
LIEBERT CASSIDY WHITMORE	0010-801-1801-31951	11,563.30	LEGAL SERVICES-DISCIPLINE	90643	304960	
	0010-801-1801-31951	98.00	LEGAL SERVICES-DISCIPLINE	90643	304960	
	0010-801-1801-31954	699.00	LEGAL SERVICES-DISCIPLINE	90643	304960	
	0010-801-1801-31954	3,470.00	LEGAL SERVICES-DISCIPLINE		304960	
	0010-801-1801-31954	735.00	LEGAL SERVICES-DISCIPLINE		304960	
	0043-801-1601-31600	7,756.95	LEGAL SERVICES-GENERAL	90557	304960	
	0043-801-1601-31600	3,584.67	LEGAL SERVICES-GENERAL		304960	
	0043-801-1601-31600	98.00	LEGAL SERVICES-PITCHES MOTIONS	90557	304960	
	0043-801-1601-31600	422.50	LEGAL SERVICES-LABOR ADVICE	90557	304960	
	0043-801-1601-31600	265.00	LEGAL SERVICES	90557	304960	
	0043-801-1601-31600	8,069.50	LEGAL SERVICES-GENERAL		304960	
	0043-801-1601-31600	7,717.00	LEGAL SERVICES-PITCHESS MOTION		304960	
	0043-801-1601-31600	213.00	LEGAL SERVICES-ACA ADVICE		304960	44,691.92
THE LIGHTHOUSE INC (DBA)	0010-850-4211-54920	521.30	FLEET PARTS		304961	521.30
LOGAN SUPPLY CO., INC.	0092-801-4223-24100	411.58	WATER SUPPLIES/TOOLS	90118	304962	
	0092-801-4223-24100	466.74	WATER SUPPLIES/TOOLS	90118	304962	878.32
LONG BEACH BMW MOTORCYCLES (DBA)	0060-801-4211-38400	378.13	FLEET SUPPLIES-UNIT 047		304963	
	0060-801-4211-38400	2.75-	FLEET SUPPLIES-CREDIT		304963	375.38
LOOMIS ARMORED US, INC.	0010-701-0010-03700	508.28	ARMORED CARRIER SERVICE	90521	304964	508.28

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
LOS ANGELES COUNTY DISTRICT	0010-801-3104-31950	2,768.74	MUNI. CODE HEARING FEES	90011	304965	2,768.74
LOS ANGELES COUNTY SHERIFF'S DEPART	0010-801-3113-22600	633.60	PRISONER MEALS		304966	633.60
LYNN PEAVEY COMPANY	0010-801-3103-38400	635.01	POLICE SUPPLIES		304967	635.01
MARILYNN'S UNLIMITED PRINTING	0010-801-1201-22670	400.00	CITY KEY CHAINS		304968	
	0010-801-1101-21350	160.00	CITY KEY CHAINS		304968	560.00
MARTIN MIRAMONTES PAINTING	0010-850-1704-31860	2,836.00	PAINTING 3 BRIDGES	80601	304969	
	0042-801-5002-88500	1,290.73	PAINTING 3 BRIDGES		304969	
	0010-801-5002-88500	1,061.27	PAINTING 3 BRIDGES		304969	5,188.00
MCMASTER-CARR SUPPLY CO.	0022-801-4206-23800	226.83	STREET SUPPLIES	90189	304970	
	0022-801-4206-23800	1,056.25	STREET SUPPLIES	90189	304970	1,283.08
MCNEILL SECURITY AND FIRE SYSTEMS	0010-801-4210-38100	178.50	ALARM SERVICES		304971	178.50
METROPOLITAN TRANSPORTATION	0109-801-6511-41200	3,520.00	LANGLEY TAP CARD	90669	304972	3,520.00
MIDORI GARDENS	0010-801-6517-38100	165.00	IRRIGATION SERVICES		304973	
	0010-801-6517-38100	160.00	IRRIGATION SERVICES		304973	325.00
MISSION SUPER HARDWARE	0010-801-3210-23400	6.31	HARDWARE SUPPLIES	90241	304974	
	0010-801-3210-24250	65.84	HARDWARE SUPPLIES	90241	304974	
	0010-801-3210-24250	27.40	HARDWARE SUPPLIES	90241	304974	
	0010-801-6517-23050	128.34	HARDWARE SUPPLIES	90309	304974	
	0010-801-6517-23050	29.52	HARDWARE SUPPLIES	90309	304974	
	0010-801-6517-23050	12.09	HARDWARE SUPPLIES	90309	304974	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MISSION SUPER HARDWARE	0010-801-6517-23050	121.77	HARDWARE SUPPLIES	90309	304974	
	0010-801-6517-23050	23.51	HARDWARE SUPPLIES	90309	304974	
	0010-801-6517-23050	4.89	HARDWARE SUPPLIES	90309	304974	
	0010-801-6517-23050	59.97	HARDWARE SUPPLIES	90309	304974	479.64
MODERN TRAILER SUPPLY CO (DBA)	0010-850-4211-54920	344.27	FLEET SUPPLIES		304975	344.27
MONOPRICE, INC	0010-801-3114-21350	157.97	COMPUTER SUPPLIES	90017	304976	157.97
MOUNTAIN VIEW POOL REMODELING	0010-801-5004-91733	8,189.00	ELDER POOL REPLASTERING	90634	304977	
	0010-801-5004-91733	2,923.50	ELDER POOL REPLASTERING	90634	304977	
	0010-801-5004-91733	3,122.32	CASCADES WATERFALL	90634	304977	
	0010-801-5002-91576	5,788.58	CASCADES WATERFALL	90645	304977	20,023.40
MR. ROOTER PLUMBING (DBA)	0092-801-4210-38250	189.00	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	1,192.65	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	1,156.56	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	864.34	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	2,302.04	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	1,507.86	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	1,580.14	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	385.00	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	370.00	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	618.00	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	3,402.00	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	681.89	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	2,268.00	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	676.74	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	740.00	PLUMBING SERVICES	90655	304978	

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MR. ROOTER PLUMBING (DBA)	0092-801-4210-38250	189.00	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	592.56	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	2,976.00	PLUMBING SERVICES	90655	304978	
	0092-801-4210-38250	717.36	PLUMBING SERVICES	90655	304978	22,409.14
NAPA VALLEY COMMUNITY COLLEGE DISTF	0136-801-3101-33250	165.00	POST TRAINING		304979	165.00
NATIONAL NOTARY ASSOCIATION	0010-801-3101-39300	59.00	POLICE NOTARY E&O INSURANCE		304980	59.00
NAVARRO'S TOWING	0060-801-4211-38400	300.00	TOWING SERVICES	90065	304981	300.00
NEC BUSINESS NETWORK SOLUTIONS	0010-801-3112-38400	1,765.92	PHONE LINE MAINTENANCE	90019	304982	1,765.92
O'REILLY AUTO PARTS	0060-801-4211-23500	21.71	FLEET PARTS	90069	304983	
	0060-801-4211-23500	33.77-	FLEET PARTS-CREDIT	90069	304983	
	0060-801-4211-23500	21.71	FLEET PARTS	90069	304983	
	0010-801-3210-23500	76.15	FIRE PARTS		304983	
	0010-801-3210-23500	54.39-	FIRE PARTS-CREDIT		304983	31.41
OFFICE DEPOT INC.	0176-801-4207-23900	221.87	OFFICE SUPPLIES		304984	
	0176-801-4207-23900	16.28	OFFICE SUPPLIES		304984	
	0010-801-4212-24150	2.55	OFFICE SUPPLIES		304984	
	0010-801-4212-24150	37.19	OFFICE SUPPLIES		304984	
	0010-801-4212-24150	142.92	OFFICE SUPPLIES		304984	
	0010-801-4212-24150	16.44	OFFICE SUPPLIES		304984	
	0092-801-4222-21250	7.62	OFFICE SUPPLIES		304984	
	0010-801-4212-24150	107.19-	OFFICE SUPPLIES-CREDIT		304984	
	0092-801-4222-21250	163.46	OFFICE SUPPLIES		304984	
	0010-801-4212-24150	13.18	OFFICE SUPPLIES		304984	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
OFFICE DEPOT INC.	0010-801-4212-24150	40.65	OFFICE SUPPLIES		304984	
	0010-801-4212-24150	26.15	OFFICE SUPPLIES		304984	
	0092-801-4220-33200	77.61	OFFICE SUPPLIES		304984	
	0010-801-3114-21250	18.63	OFFICE SUPPLIES		304984	
	0010-801-3114-21250	347.84	OFFICE SUPPLIES		304984	
	0010-801-3103-38400	40.50	OFFICE SUPPLIES		304984	
	0010-801-3114-21350	6.30	OFFICE SUPPLIES	90022	304984	
	0060-801-4211-21350	20.95	OFFICE SUPPLIES	90068	304984	
	0060-801-4211-21350	58.53	OFFICE SUPPLIES		304984	
	0060-801-4211-21350	15.18	OFFICE SUPPLIES		304984	
	0010-801-3114-21250	109.08	OFFICE SUPPLIES		304984	
	0010-801-3114-21250	71.48	OFFICE SUPPLIES		304984	
	0010-801-3114-21250	431.17	OFFICE SUPPLIES		304984	
	0010-801-1408-21250	86.07	OFFICE SUPPLIES		304984	
	0010-801-6502-39250	86.07	OFFICE SUPPLIES		304984	
	0010-801-1801-21250	86.06	OFFICE SUPPLIES		304984	
	0092-801-4210-23050	12.96	OFFICE SUPPLIES	90187	304984	
	0092-801-4210-23050	41.78	OFFICE SUPPLIES		304984	
	0092-801-4210-23050	30.31	OFFICE SUPPLIES		304984	
	0092-801-1201-21250	17.98	OFFICE SUPPLIES		304984	
	0092-801-1201-21250	53.30	OFFICE SUPPLIES		304984	
	0010-801-3210-21300	814.54	OFFICE SUPPLIES	90240	304984	
	0010-801-1704-21250	40.86	OFFICE SUPPLIES		304984	
	0010-801-1703-39250	34.97	OFFICE SUPPLIES		304984	
	0010-801-1703-39250	36.92	OFFICE SUPPLIES		304984	
						3,120.21
OFFICE SOLUTIONS	0010-801-1701-21300	34.88	OFFICE SUPPLIES		304985	
	0010-801-1702-21250	34.88	OFFICE SUPPLIES		304985	
	0010-801-1703-21300	34.88	OFFICE SUPPLIES		304985	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
OFFICE SOLUTIONS	0010-801-3205-21250	34.88	OFFICE SUPPLIES		304985	
	0010-801-1701-21350	32.16	OFFICE SUPPLIES		304985	
	0010-801-1703-39250	73.90	OFFICE SUPPLIES		304985	
						245.58
ON TRAC	0010-801-1701-31950	12.29	COURIER SERVICES		304986	
						12.29
PACIFIC TRUCK EQUIP.	0060-801-4211-23500	78.48	FLEET-PARTS UNIT 923		304987	
						78.48
PARKHOUSE TIRE, INC.	0060-801-4211-23500	1,865.83	FLEET TIRES		304988	
						1,865.83
PARSAM CONSTRUCTION, INC.	0501-801-5004-91733	28,623.50	CASCADES WALKWAY REPAIRS	90630	304989	
						28,623.50
PBS ENGINEERS, INC.	0010-701-0010-06100	1,330.00	PLAN CHECK	90202	304990	
	0010-701-0010-06100	1,050.00	PLAN CHECK	90202	304990	
	0010-701-0010-06100	1,441.00	PLAN CHECK	90202	304990	
						3,821.00
PIRTEK COMMERCE SOUTH (DBA)	0060-801-4211-38400	191.10	WATER SUPPLIES	90072	304991	
						191.10
PITNEY BOWES GLOBAL FINANCIAL SERV	0092-801-1408-37200	310.48	MAIL MACHINES RENTAL		304992	
	0092-801-1408-37200	1,017.14	MAIL MACHINES RENTAL	90289	304992	
						1,327.62
PRINT SPOT	0010-801-3103-21200	114.45	POLICE OBSERVER LABELS		304993	
						114.45
PROGRESS PRINTERS	0010-801-1701-39250	239.80	ENVELOPES		304994	
						239.80
PROSOURCE FACILITY SUPPLY	0010-801-4210-22150	262.47	JANITORIAL SUPPLIES		304995	
	0010-801-4210-22150	725.83	JANITORIAL SUPPLIES		304995	
						988.30

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
PRUDENTIAL OVERALL SUPPLY	0060-801-4211-22300	25.32	UNIFORMS	90075	304996	
	0060-801-4211-22300	25.32	UNIFORMS	90075	304996	
	0060-801-4211-22300	25.32	UNIFORMS	90075	304996	
	0060-801-4211-22150	22.26	SHOP RAGS	90075	304996	
	0010-801-3210-22150	13.76	SHOP RAGS	90075	304996	
	0060-801-4211-22150	22.26	SHOP RAGS	90075	304996	
	0010-801-3210-22150	13.76	SHOP RAGS	90075	304996	
	0060-801-4211-22150	22.26	SHOP RAGS	90075	304996	
	0010-801-3210-22150	13.76	SHOP RAGS	90075	304996	
						184.02
QUILL CORPORATION	0010-801-3205-24100	107.00	OFFICE SUPPLIES		304997	
	0010-801-3205-21250	9.25	OFFICE SUPPLIES		304997	
	0010-801-3205-21250	115.86	OFFICE SUPPLIES		304997	
	0010-801-3205-21250	19.17-	OFFICE SUPPLIES-CREDIT		304997	
						212.94
R S D REFRIGERATION	0010-801-4210-38150	279.51	AIR CONDITIONING PARTS	90183	304998	
	0010-801-4210-38150	375.66	AIR CONDITIONING PARTS	90183	304998	
						655.17
REDWASH EXPRESS INC (DBA) GOOMBERW	0060-801-4211-38400	584.00	CAR WASHES		304999	
						584.00
ROBERTSON'S	0022-801-4202-22400	605.71	CONCRETE	90181	305000	
						605.71
ELIZABETH ROMERO	0010-701-0010-03630	50.00	REFUND PARKING CITATION		305001	
						50.00
ROYCHEM CHEMICAL SPECIALITIES	0010-801-6517-22150	1,499.93	PARKS CLEANING SUPPLIES	90318	305002	
						1,499.93
S C FUELS (DBA)	0060-801-4211-22250	10,001.63	FUEL-05/15	90078	305003	
	0060-801-4211-22250	12,295.92	FUEL-06/15	90078	305003	
						22,297.55

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
SUSAN SAXE-CLIFFORD, PH.D.	0010-801-3210-31900	900.00	PSYCHOLOGICAL EVALUATION		305004	900.00
SHRED-IT LOS ANGELES	0010-801-3114-38400	209.62	SHREDDING SERVICES		305005	
	0010-801-3114-38400	205.89	SHREDDING SERVICES		305005	415.51
SERGIO SILVA	0010-701-0010-07050	35.70	REFUND PICNIC RESERVATION		305006	35.70
SMARDAN SUPPLY COMPANY	0010-801-4210-23300	1,016.87	PLUMBING SUPPLIES		305007	
	0010-801-4210-23300	386.06	PLUMBING SUPPLIES		305007	1,402.93
SOUTH COAST AIR QUALITY	0010-801-4210-38100	5.99	AQMD FEES		305008	5.99
SOUTHEAST CONSTRUCTION PRODUCT	0022-801-4202-22400	65.34	CONSTRUCTION SUPPLY	90178	305009	65.34
STAR TROPHIES & AWARDS	0010-801-3120-39700	130.80	POLICE BANNER		305010	130.80
STATUS ONE MEDICAL INC	0010-801-1802-22750	34.50	FIRST AID SUPPLIES		305011	34.50
STEINY AND COMPANY, INC.	0166-850-5003-91924	18,560.41	TRAFFIC SIGNAL-ATL/HELLMEM	80571	305012	
	0166-850-5001-91924	18,560.42	TRAFFIC SIGNAL-ATL/HELLMEM	80571	305012	37,120.83
SUPERCO SPECIALTY PRODUCTS (DBA)	0010-801-4202-23950	303.57	GRAFFITI REMOVAL SUPPLIES		305013	
	0010-801-4202-23950	372.78	GRAFFITI REMOVAL SUPPLIES		305013	
	0042-801-4204-23700	190.75	GRAFFITI REMOVAL SUPPLIES		305013	867.10
SUPERCO TV & APPLIANCE	0010-801-3120-39700	495.49	POLICE VIDEO EQUIPMENT		305014	495.49
SUPERIOR COURT OF CALIFORNIA - COUN	0010-701-0010-03620	11,198.40	CITATION PROCESSING		305015	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						11,198.40
SUPREME TROPHIES & GIFTS CO.	0010-801-1701-39250	38.15	NAME PLATES, BADGES		305016	
	0010-801-1701-39250	21.80	NAME PLATES, BADGES		305016	
	0010-801-4212-39350	11.00	NAME PLATES, BADGES		305016	
	0010-801-4212-39300	16.25	NAME PLATES, BADGES		305016	
						87.20
TANK SPECIALISTS OF CALIFORNIA	0060-801-4211-31950	125.00	DESIGNATED OP. SVC.	90081	305017	
	0060-801-4211-31950	125.00	DESIGNATED OP. SVC.	90081	305017	
						250.00
THE LAW OFFICE OF MICHAEL J. MACK	0010-701-0010-03610	275.00	REFUND DMV FEE		305018	
						275.00
NAKA TIENDERA	0075-450-0075-08200	808.60	REFUND GRADING BOND (TRUST)		305019	
						808.60
ANTHONY TJIO	0010-701-0010-07960	200.00	REFUND AMBULANCE FEE		305020	
						200.00
TOM'S CLOTHING & UNIFORMS INC	0176-801-6516-22310	15.38	UNIFORMS-V BALTIERRA	90325	305021	
	0176-801-6516-22310	32.28	UNIFORMS-V BALTIERRA		305021	
	0010-801-3104-22310	510.61	UNIFORMS-M PHAN		305021	
	0010-801-3210-22310	387.14	UNIFORMS-R MATA	90619	305021	
	0010-801-3210-22310	248.71	UNIFORMS-R DE ROSA	90619	305021	
	0010-801-3210-22310	683.43	UNIFORMS-C KILBURN	90619	305021	
	0010-801-3210-22310	447.09	UNIFORMS-S FILES	90619	305021	
	0010-801-3210-22310	3.08	UNIFORMS-R BLAKE-CREDIT	90619	305021	
	0010-801-1703-22300	25.07	UNIFORMS-T TRAN		305021	
						2,346.63
TOMARK SPORTS (DBA)	0010-801-6508-39860	4,913.26	REPAIR WINDSCREEN LOMA PARK	90610	305022	
						4,913.26
TRANSPORTATION ENGINEERING AND PLAN	0010-801-4212-31950	2,119.38	ATP APPLICATION ASSISTANCE		305023	
						2,119.38

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
TRANSTECH	0501-801-5004-91733	3,947.50	CASCADES REHABILITATION	90572	305024	4,422.50
	0501-801-5004-91733	475.00	CASCADES REHABILITATION	90572	305024	
TULSA GAS TECHNOLOGIES, INC.	0165-801-5002-96067	380.00	CNG STATION DISPENSER		305025	380.00
U S SAFETY AND SUPPLY COMPANY	0092-801-4223-22300	651.75	WATER SUPPLIES		305026	651.75
UC REGENTS	0010-801-3220-39400	2,092.50	FIRE-CONTINUED EDUCATION	90274	305027	2,656.02
	0010-801-3220-39400	563.52	FIRE-CONTINUED EDUCATION		305027	
VISTA PAINT CO.	0010-801-4202-23950	121.64	PAINT SUPPLIES		305028	243.81
	0010-801-4202-23950	122.17	PAINT SUPPLIES		305028	
VULCAN MATERIAL CO	0010-801-4202-23600	1,016.02	ASPHALT	90623	305029	3,169.14
	0010-801-4202-23600	798.00	ASPHALT	90623	305029	
	0010-801-4202-23600	228.55	ASPHALT	90623	305029	
	0010-801-4202-23600	846.99	ASPHALT	90623	305029	
	0010-801-4202-23600	279.58	ASPHALT	90623	305029	
WALTERS WHOLESALE ELECTRIC CO	0010-801-4210-23400	867.63	ELECTRICAL SUPPLIES		305030	1,524.45
	0010-801-4210-23400	425.40-	ELECTRICAL SUPPLIES-CREDIT		305030	
	0176-801-4207-23900	913.14	ELECTRICAL SUPPLIES		305030	
	0176-801-4207-23900	169.08	ELECTRICAL SUPPLIES		305030	
WARREN DISTRIBUTING, INC.	0060-801-4211-23500	123.60	FLEET PARTS-UNIT 061	90084	305031	
	0060-801-4211-23500	18.51	FLEET PARTS-UNIT 982	90084	305031	
	0060-801-4211-23500	14.26	FLEET PARTS-UNIT 078	90084	305031	
	0060-801-4211-23500	10.99	FLEET PARTS-UNIT WD82	90084	305031	
	0060-801-4211-23500	60.95	FLEET PARTS-UNIT 923	90084	305031	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
WARREN DISTRIBUTING, INC.	0060-801-4211-23500	54.61	FLEET PARTS-UNIT 032	90084	305031	
	0060-801-4211-23500	53.87	FLEET PARTS	90084	305031	
	0060-801-4211-23500	3.56-	FLEET PARTS-CREDIT	90084	305031	333.23
WELLS FARGO FINANCIAL LEASING	0092-801-4212-37500	807.99	COPIER RENTAL	90243	305032	807.99
WEST COAST ARBORISTS, INC.	0448-801-5004-91732	588.80	TREE MAINTENANCE SERVICES		305033	
	0448-801-5004-91732	838.20	TREE MAINTENANCE SERVICES		305033	
	0448-801-5004-91732	756.75	TREE MAINTENANCE SERVICES		305033	2,183.75
WESTCO SERVICE COMPANY	0010-801-4210-38150	430.00	AIR CONDITIONING REPAIR	90650	305034	
	0010-801-4210-38150	1,088.00	AIR CONDITIONING REPAIR	90650	305034	
	0010-801-4210-38150	305.00	AIR CONDITIONING REPAIR	90650	305034	1,823.00
WHITE CAP CONSTRUCTION SUPPLY	0010-801-4202-23950	185.17	STREET GRAFFITI SUPPLIES	90201	305035	185.17
WHITTIER FERTILIZER CO.	0010-801-6517-22100	21.51	PARKS SUPPLIES	90317	305036	
	0010-801-6517-22750	187.48	PARKS SUPPLIES		305036	208.99
WITTMAN ENTERPRISES	0010-801-3220-31400	3,941.00	AMBULANCE BILLING SVC.	90316	305037	
	0010-801-3220-31400	1,510.00	AMBULANCE BILLING SVC.		305037	5,451.00
XANADU SERVICE SYSTEM	0010-801-6517-31950	3,650.00	JANITORIAL SERVICES	90547	305038	
	0010-801-6517-31950	3,650.00	JANITORIAL SERVICES	90547	305038	7,300.00
XIUZHEN PAN AND LICHANG, CHEN	0075-450-0075-08200	9,229.50	REFUND-GARDING BOND (TRUST)		305039	9,229.50
ZUMAR INDUSTRIES, INC.	0022-801-4206-23800	56.23	STREET SIGNS & SUPPLIES	90173	305040	
	0022-801-4206-23800	1,338.63	STREET SIGNS & SUPPLIES	90653	305040	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ZUMAR INDUSTRIES, INC.	0022-801-4206-23800	1,642.09	STREET SIGNS & SUPPLIES	90653	305040	3,036.95
TOTAL FOR PRINTED WARRANTS						487,198.53

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TOTAL FOR PREPAID WARRANTS	122,652.39
TOTAL FOR PRINTED WARRANTS	487,198.53
TOTAL WARRANTS	609,850.92
TOTAL VOID CHECKS	4
TOTAL PREPAID CHECKS	38
TOTAL CHECKS PRINTED	177
TOTAL CHECKS ISSUED	215

CITY OF MONTEREY PARK
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FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0010	GENERAL FUND	54,570.92	209,345.42	263,916.34
0022	STATE GAS TAX FUND	961.04	37,624.20	38,585.24
0042	SEWER FUND	0.00	1,481.48	1,481.48
0043	REFUSE FUND	523.68	28,158.01	28,681.69
0060	CITY SHOP FUND	602.82	35,760.58	36,363.40
0063	TECHNOLOGY INTERNAL SERV FUND	2,641.44	0.00	2,641.44
0075	SPECIAL DEPOSITS FUND	3,663.19	11,785.10	15,448.29
0077	BUSINESS IMPROVEMENT AREA #1	0.00	371.64	371.64
0092	WATER FUND	3,171.69	39,272.82	42,444.51
0109	OPA PROPOSITION A	267.97	3,580.69	3,848.66
0110	MEASURE R FUND	0.00	13,850.34	13,850.34
0131	LIBRARY TAX FUND	10,565.76	0.00	10,565.76
0136	POST	1,900.30	473.79	2,374.09
0142	EL CIVIC EDUCATION GRANT	1,500.37	2,713.93	4,214.30
0152	HOME HOUSING PROGRAM	1,330.00	454.80	1,784.80
0159	RECREATION FUND	2,080.00	298.00	2,378.00
0160	ASSET FORFEITURE	73.57	1,570.01	1,643.58
0161	CONSTRUCTION AGENCY FUND	0.00	5,264.00	5,264.00
0163	CAL LIBRARY LITERACY SVC GRANT	0.00	0.00	0.00
0165	AIR QUALITY IMPROVEMENT FUND	0.00	380.00	380.00
0166	PROPOSITION C	20,823.28	37,120.83	57,944.11
0169	CDBG FUND	2,644.93	2,500.00	5,144.93
0176	MAINTENANCE DISTRICT 93-1	0.00	1,812.30	1,812.30
0335	SELECTIVE TRAFFIC ENFORCEMENT	600.00	0.00	600.00
0344	MAINTENANCE GRANT (075)	0.00	1,827.61	1,827.61
0349	ELAC INSTRUCTIONAL SERV PROG	714.11	2,091.18	2,805.29
0445	LITERACY TRUST GRANT	0.00	0.00	0.00
0448	TREE PLANTING COUNTY GRANT	0.00	2,183.75	2,183.75

CITY OF MONTEREY PARK
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FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0449	TEACHER IN A TABLET	0.00	525.49	525.49
0462	HOMELAND SECURITY 2013 SHSGP	14,017.32	0.00	14,017.32
0463	URBAN AREA INITIATIVE 2014	0.00	10,338.36	10,338.36
0501	LA COUNTY OPEN SPACE GRANT	0.00	33,046.00	33,046.00
0880	CITY/HOUSING SPECIAL REVENUE	0.00	3,368.20	3,368.20
	TOTAL	122,652.39	487,198.53	609,850.92



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-B.

TO: The Honorable Mayor and City Council

FROM: Vincent D. Chang, City Clerk

SUBJECT: City Council Minutes

RECOMMENDATION:

It is recommended that the City Council

- (1) Approve the minutes from the regular meetings of April 15, 2015
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

BACKGROUND:

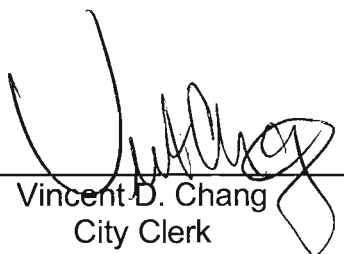
None.

FISCAL IMPACT:

None.

Respectfully submitted,

Prepared by:




Vincent D. Chang
City Clerk



Stephanie Montoya
Minutes Clerk

Approved By:



Paul L. Talbot
City Manager

Attachments: (Regular) April 15, 2015

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
APRIL 15, 2015**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, April 15, 2015 at 7:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER:

Mayor Liang called the meeting to order at 7:13 p.m.

FLAG SALUTE:

The Monterey Park Police Explorers led the flag salute.

ROLL CALL:

City Clerk Vincent Chang called the roll:

Council Members Present: Lam, Real Sebastian, Ing, Chan, Liang

Council Members Absent:

ALSO PRESENT: City Attorney Hensley, City Treasurer Leon, Public Works Director/Assistant City Manager Bow, Police Chief Smith, Fire Chief Haberle, Human Resources Director Cody, Community and Economic Development Director Huntley, Management Services Director Thai, Recreation and Community Services Director Costley, City Librarian Arvizu, Controller Yaung, Assistant City Engineer Alfonso.

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

1A. PRESENTATION: UPDATE ON CALIFORNIA DROUGHT SITUATION AND HOW IT AFFECTS MONTEREY PARK

Public Works Director/Assistant City Manager Bow presented a PowerPoint presentation providing the City Council and residences with a brief update of the California drought situation and its affect in Monterey Park.

1-B. PRESENTATION: UPDATE ON CENTENNIAL AD HOC COMMITTEE

Public Works Director/Assistant City Manager Bow and Chairman of the Centennial Ad Hoc Committee/Recreation and Community Services Director Costley updated the community on the development of the Centennial Ad Hoc Committee. They reported that 35 community members attended their first meeting on March 11, 2015 and discussed ideas on activities, events and fundraisers. During the second meeting on April 8, 2015, the committee

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent services to enhance
the quality of life for our entire community

consolidated and narrowed the list of ideas. The Committee will focus on six key events including a float in the Tournament of Roses Parade, a local 5K Run, Essay Contest, Summer Concert series, Homecoming with the Lions and an All American Barbeque.

ORAL AND WRITTEN COMMUNICATIONS

- Theresa Amador, a representative from the Cinco de Mayo Committee thanked and invited the City Council to the Cinco de Mayo Celebration on Sunday, May 3, 2015 from 1:00-5:00 p.m.

- Norma Arvizu, Monterey Park City Librarian, announced that in honor of National Library Week, Governor Brown designated April 13-19, 2015 as California Library Week.

2. SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) CONSENT CALENDAR ITEM NOS. 2A-2B

Matters listed under consent calendar are considered to be routine, ongoing business and are enacted by one motion unless specified.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency approved and adopted Item Nos. 2A-2B and reading resolutions and ordinances by title only and waiving further reading thereof.

Motion: Moved by Council Member Real Sebastian and seconded by Mayor Pro Tem Chan, motion carried by the following vote:

Ayes:	Council Members:	Lam, Real Sebastian, Ing, Chan, Liang
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

2A. SUCCESSOR AGENCY INVESTMENT REPORT AS OF MARCH 2015

As of March 31, 2015 invested funds for the Successor Agency of the City of Monterey Park is as follows: Successor Agency (SA) Savings \$5,630,126.64, Successor Agency (SA) Checking \$93,529.35, Successor Agency (SA) RORF \$137,595.79 = Total \$5,861,251.78

Action Taken: The City Council received and filed the monthly investment report on Consent Calendar.

2B. SUCCESSOR AGENCY MINUTES

Approval of Minutes from the regular meetings of the regular meetings of February 4, 2015, February 18, 2015 and March 4, 2015, and the special meetings of February 4, 2015 and February 18, 2015 of the Successor Agency to the former Monterey Park Redevelopment Agency.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency approved the minutes from the regular meetings of February 4, 2015, February 18, 2015 and March 4 2015, and the special meetings of February 4, 2015 and February 18, 2015 on Consent Calendar.

This is the end of Successor Agency (SA) items.

3. CITY OF MONTEREY PARK CONSENT CALENDAR CONSISTS OF ITEM NOS. 3A-3J

Matters listed under consent calendar are considered to be routine, ongoing business and are enacted by one motion unless specified.

Action Taken: The City Council approved and adopted Item Nos. 3A-3D, 3F, 3G, 3I and 3J, except for Item Nos. 3E and 3H which were pulled for discussion and separate motions, and reading resolutions and ordinances by the title only and waiving further reading thereof.

Motion: Moved by Mayor Liang and seconded by Council Member Real Sebastian, motion carried by the following vote:

Ayes:	Council Members:	Lam, Real Sebastian, Ing, Chan, Liang
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

3A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF APRIL 15, 2015

It is required that the City Council approve all disbursements. Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 303551 -303772.

Action Taken: The City Council approved payment of warrants and adopted Resolution No. 11729 allowing certain claims and demands per Warrant Register dated April 15, 2015 totaling \$597,047.88 and specifying the funds out of which the same are to be paid on Consent Calendar.

Resolution No. 11729, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 15TH DAY OF APRIL 2015 TOTALING \$597,047.88 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

3B. INVESTMENT REPORT AS OF MARCH 2015

In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council showing the types of investments, dates of maturities, amounts of deposits, rates of interest, and the current market values for securities with maturity more than 12 months. As of March 31, 2015 invested funds for the City of Monterey Park is \$75,387,185.87.

Action Taken: The City Council Receive and file the monthly investment report on Consent Calendar.

3C. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DECLARING WEDNESDAY, APRIL 29, 2015 TO BE "DENIM DAY MONTEREY PARK"

"Denim Day" was established in 1999 after the California Legislature's Women's Caucus learned of a protest of a court decision that occurred in Italy. Enraged by the verdict and the judge's statement, within a matter of hours the women of the Italian Parliament launched into immediate action and protested by wearing jeans to work. This call to action motivated the California legislators to do the same. Peace Over Violence, a Los Angeles County based Sexual Assault and Domestic Violence victims' advocacy organization promoted the idea and the first "Denim Day-L.4." was created. "Denim Day" is now recognized throughout the United States.

Action Taken: The City Council (1) adopted Resolution No. 11730 declaring Wednesday, April 29, 2015 as "Denim Day Monterey Park" on Consent Calendar as amended to include language in the resolution as follows "in future years, members of the Monterey Park City Council and City Staff will be encouraged to wear jeans the day of the City Council meeting when "Denim Day" resolutions are on the agenda for the City Council approval to bring about awareness of the upcoming "Denim Day" observance."

Resolution No. 11730, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA DECLARING WEDNESDAY, APRIL 29, 2015 TO BE "DENIM DAY MONTEREY PARK" SUPPORTING SEXUAL ABUSE AWARENESS AND THE BELIEF THAT THERE IS NO EXCUSE AND NEVER AN INVITATION TO RAPE.

3D. ACCEPTANCE OF 2014 URBAN AREA SECURITY INITIATIVE (UASI) GRANT

Under the Urban Area Security Initiative Grant (UASI) 2014, the Los Angeles County Police Chief's Association (LACPCA) agreed to continue its support of the Automated License Plate Reader program (ALPR) throughout Los Angeles County. The Monterey Park Police Department will receive \$45,000.00 in grant funding through the 2014 UASI grant, which is managed through the City of Los Angeles Mayor's Office, to purchase two (2) ALPR systems.

Action Taken: The City Council accepted Grant Funding in the amount of \$45,000.00 from the 2014 UASI Grant from the City of Los Angeles on Consent Calendar.

3E. WATER MAIN REPLACEMENTS IN DE LA FUENTE STREET AND THE NORTHEAST AREA - AUTHORIZATION TO ADVERTISE

The Engineering Division has prepared bid specifications for Water Main Replacements in De La Fuente Street and the Northeast Area and is requesting the City Council's authorization to advertise the project for bids.

The project involves the construction of new water main lines to replace the old water mains in De La Fuente Street from Harding Avenue to Montechico Drive, and in the northeast area of the City bound by Hellman, New, Emerson and Alhambra Avenues. The project includes the construction of new service lines, water valves, meter boxes, fire hydrants and related work. This project will significantly reduce the occurrence of water main breaks, and improve water system reliability and fire protection capability. The project is categorically exempt per CEQA Guidelines § 15302.

Discussion: Mayor Liang abstained from Item No. 3-E due to a potential conflict of interest as his residence is located on De La Fuente Street. Council Member Real Sebastian directed Public Works staff to update and specify the project locations and completion dates listed on the 5 year Capital Improvement Plan (CIP) for water systems. She also requested that the CIP be easier to access and more transparent on the city's website.

Action Taken: The City Council adopted Resolution No. 11731 authorizing staff to advertise the Water Main Replacements in De La Fuente Street and the Northeast Area; and to expand on the definitions and the works to be completed pursuant to the water and sewer Capital Improvement Programs.

Motion: Moved by Council Member Real Sebastian and seconded by Council Member Ing, motion carried by the following vote:

Ayes:	Council Members:	Lam, Real Sebastian, Ing, Chan
Noes:	Council Members:	None
Absent:	Council Members:	Liang
Abstain:	Council Members:	None

Resolution No. 11731, entitled:

A RESOLUTION APPROVING THE DESIGN AND PLANS FOR THE WATER MAIN REPLACEMENTS IN DE LA FUENTE STREET AND THE NORTHEAST AREA PURSUANT TO GOVERNMENT CODE § 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT.

3F. CASCADES WALKWAY REPAIRS - AWARD OF CONTRACT

On March 4, 2015, the City Council approved solicitation of bids for the Cascades Walkway Repairs. Bid opening occurred on April 2, 2015. Following the bid opening, Parsam Construction, Inc. was determined to be the apparent lowest responsible bidder.

The Cascades Walkway Repairs project involves the replacement of the broken and/or cracked concrete steps at the bottom of the Cascades Park Waterfall pools facing De La Fuente Street, as well as the replacement of the intermediate concrete steps along both sides of the waterfall, leading up to the uppermost pool and statue.

In addition, the asphalt landings that separate the intermediate concrete steps are severely cracked and falling apart; therefore, each landing will be repaved and a drainage system will be installed to prevent the walkways from being undermined in the future. Finally, the upper concrete deck of the waterfall overlooking Cascades Park from Kingsford Street, which has several large cracks and displaced sections, will be reconstructed to provide ADA accessibility. As a minor alteration to an existing public facility, this project is a Class 1 Categorically Exempt project pursuant to the California Environmental Quality Act (CEQA).

Action Taken: The City Council (1) awarded the contract for the Cascades Walkway Repairs to the lowest bidder, Parsam Construction, Inc. of Glendale, in the amount of \$322,529.00; (2) authorized the Public Works Director to approve construction change orders up to \$32,250 (up to ten percent of construction contract amount) for this project; and (3) authorized the City Manager, or designee, to execute an agreement with Parsam Construction in a form approved by the City Attorney on Consent Calendar.

3G. IRRIGATION SYSTEM IMPROVEMENTS AT SUNNYSLOPES AND GEORGE ELDER PARKS

On August 6, 2014, the City Council awarded a contract to Martinez Landscape Co., Inc. in the amount of \$463,651 for the Irrigation System Improvements at Sunnyslopes and George Elder Parks. The Council also authorized a 10 percent contingency (\$46,365) for any unforeseen construction changes and total funding allocation of \$510,016. The project involved the complete replacement of the irrigation systems at Sunnyslopes and George Elder Parks. In addition, each park received new landscape plantings and turf reseeding. The project is now complete, and the work has been inspected and approved by the Public Works Department.

Pursuant to City Council Resolution No. 11701, the Public Works Director recorded the Notice of Completion for this project on April 7, 2015 (the 'NOC'). A copy of the NOC is attached.

The final cost of the project was \$519,982.11, which included \$56,331.11 in change order work necessitated by field conditions encountered during construction and design changes directed by staff. The change order work included the construction of additional curb & gutter and a new drain outlet, as well as walkway repairs at Sunnyslopes Park; and the import and placement of top soil, and hydro-seeding expanded to cover all of Elder Park.

Action Taken: The City Council (1) received the Notice of Completion recorded by the Public Works Director on April 7, 2015 accepting the Irrigation System Improvements at Sunnyslopes and George Elder Parks completed by Martinez Landscape Co., Inc;

(2) authorized the allocation of an additional \$10,000 in General Fund Capital Improvement Reserves to cover the final cost of the project on Consent Calendar.

3H. CITY OF MONTEREY PARK RESIDENTIAL REHABILITATION PROGRAM GUIDELINES

The City of Monterey Park has operated a residential rehabilitation program for several years. The program is funded with federal Department of Housing and Urban Development (HUD) funds. The specific funds are known as HOME funds. Monterey Park receives an annual allocation or entitlement of HOME funds. For the Program Year 2015-2016, HUD has notified the City to anticipate receiving \$241,612 of HOME funds. The funds will be used to facilitate the Residential Rehabilitation Program. The maximum assistance is \$24,000, of which up to \$13,000 is in the form of a grant and up to \$11,000 is in the form of a loan. The loan carries a simple three percent interest and is subject to recapture primarily upon the sale of the property or refinancing of the property with additional cash.

The 2015 update to the Guidelines include the following:

- (1) Authorize the Director of Community and Economic Development to approve applications.
- (2) Authorize increases in maximum program assistance subject to emergency situations
- (3) Clarifies required documentation to determine program eligibility.

Action Taken: The City Council (1) adopted Resolution No. 11732 to approve the City's Residential Rehabilitation Program Guidelines as amended in the Guidelines as follows:

DESCRIPTION OF PROGRAM

SECTION II - A(1)

Sentence 2

- delete "grant" and replace with *"loan (the "Loan")"*;
- delete "\$13,000 and a deferred loan of up to \$11,000 (the "Loan") and replace with *"\$50,000 for the planned construction activities."*

Sentence 6

- add *"Loan"*
- delete "\$24,000" and replace with *"\$50,000"*

Sentence 7

- delete "\$24,000" and replace *"\$50,000"*
- add *"in grant funds to the extent the use of grant funds is permitted under HOME program regulations and federal laws."*

APPLICANT ELIGIBILITY REQUIREMENTS-APPLICABLE TO ALL PROGRAMS

SECTION III - (1)

Sentence 1

- add "consistent with, and to be verified by the principle place of residence indentified on the person's most recent income tax filing with the Internal Revenue Service.

APPLICANT ELIGIBILITY REQUIREMENTS-APPLICABLE TO ALL PROGRAMS

SECTION III - (3) cont.

Sentence 6

- add sentence "All such persons must comply with the restrictions set forth in these guidelines, including without limitation the requirement that the persons use the property as their principle place of residence as defined in Section 1 above."

PROCUREMENT AND CONTRACTORS SELECTION

SECTION VI - (2)

Sentence 2

- delete "may choose a contractor whose bid is higher, however the applicant will be required to pay the difference between the two contracts." and replaced with "must choose the lowest responsible contractor to perform the work."

Sentence 3

- delete "The difference must be deposited into the Program account to be used for contractor payment."

- added "The applicant cannot pay any bonus fee or any other consideration to the contractor except for the bid price and any changes orders consistent with the HomeProgram and approved by the City."

OTHER PROGRAMMATIC REQUIREMENTS

SECTION J - LOAN RECAPTURE

- add "Any change in vesting or title to the property, including any change that results in any person that is not on title at the time at the time of the application having any ownership interest in the property except for equitable interest resulting from loans made against the property which are secondary to the Home Loan."

- add "The applicant shall have an ongoing obligation to provide the City with proof that the property is being used as the applicant's principal residence, including without limitation supplying current tax forms filed with state and federal taxing agencies.

Motion: Moved by Mayor Liang and seconded by Council Member Real Sebastian, motion carried by the following vote:

Ayes:	Council Members:	Lam, Real Sebastian, Ing, Chan, Liang
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

Resolution No. 11732, entitled:

A RESOLUTION ADOPTING THE 2015 RESIDENTIAL REHABILITATION PROGRAM GUIDELINES FOR USE WITH THE HOME PROGRAM.

- 3I. RENEW THE ASSESSMENT DISTRICT FOR FISCAL YEAR 2015-16 AND SCHEDULE A PUBLIC HEARING PURSUANT TO STREETS AND HIGHWAYS CODE §§ 22500, ET SEQ.**

In 1993 the City formed a citywide benefit assessment district to finance the operation and maintenance of public street lighting and landscaping. The district was renewed each of the past 22 years and must be renewed for 2015-16 in order for the City to continue the collection of assessments. To begin the district renewal, staff recommends a public hearing be held on June 3, 2015. Scheduling the public hearing is a required process and it does not automatically renew the district. The district renewal will follow the City Council's action at the conclusion of the June 3rd public hearing.

In 1993, the State implemented Education Revenue Augmentation (ERAF) transfer that shifts property tax revenues from local governments to schools. The City's loss from ERAF was \$1.2 million. In 1993, after considering various options to balance the budget, the City formed a benefit assessment district. The assessment revenues are used to pay for the costs for maintaining street lighting and public landscaping. The funds freed up by the assessment revenues are used to maintain essential City services such as police, fire, public works, recreation, and library.

The City is required to renew the assessment district annually. The City has renewed the district for the past 22 years. To start the renewal process, the following resolution and the preliminary engineer's report have been prepared for the City Council's consideration. The project is categorically exempt per CEQA Guidelines § 15302 and § 15273.

Action Taken: The City Council adopted Resolution No. 11733, declaring the City Council's intent to levy and collect assessments for Fiscal Year 2015-16 in Citywide Maintenance District No. 93-1 pursuant to Streets and Highways Code §§ 22500, et seq. and setting a time and place for a public hearing paid on Consent Calendar.

Resolution No. 11733, entitled:

RESOLUTION DECLARING THE CITY COUNCIL'S INTENT TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2015-16 IN CITYWIDE MAINTENANCE DISTRICT NO. 93.1 PURSUANT TO STREETS AND HIGHWAYS CODE § 22587 AND SETTING A TIME AND PLACE FOR A PUBLIC HEARING.

3J. CITY COUNCIL MINUTES

Approval of the minutes from the regular meetings of February 4, 2015, February 18, 2015 and March 4 2015, and the special meetings of February 4, 2015 and February 18, 2015.

Action Taken: The City Council minutes approved the minutes from the regular meetings of February 4, 2015, February 18, 2015 and March 4, 2015, and the special meetings of February 4, 2015 and February 18, 2015 on Consent Calendar as amended to correct the Minutes from the regular meeting of February 18, 2015 under Item No. 7 Council Communications to reflect Council Member Real Sebastian *announced* the Board of Equalization Free Tax Preparation event instead of *attended*; and amended to add punctuations in the minutes from the regular meeting of March 4, 2015, under Item No. 3H Pilot Program - Dial A Ride Supplemental Services, Actions

Taken, Section 2, to read as follows: *"This would be a pilot program designed to provide services to senior residents who are not within walking distance, of the Spirit Bus System, which was amended to provide the pilot program to all senior residents,..."*

4. PUBLIC HEARING

4A. CONTINUATION OF PUBLIC HEARING FOR ADOPTION OF A RESOLUTION UPDATING THE MASTER SCHEDULE OF FEES, FINES AND CHARGES

Staff is recommending It is recommended that the City Council reopen the previously continued Public Hearing regarding updating the master schedule of fees and charges and continue it to May 6, 2015.

Action Taken: The City Council (1) reopen the previously continued public hearing regarding updating the master schedule of fees and charges at 9:56 p.m.; and (2) Continued the public hearing until May 6 and to have a special meeting at later date.

Motion: Moved by Mayor Liang and seconded by Council Member Lam, motion carried by the following vote:

Ayes:	Council Members:	Lam, Real Sebastian, Ing, Chan, Liang
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

5. UNFINISHED BUSINESS:

None.

6. NEW BUSINESS

6A. APPOINTMENT OF COMMISSION, BOARD AND COMMITTEE MEMBERS FOR A ONE-YEAR TERM BEGINNING MAY 1, 2015 AND ENDING APRIL 30, 2016

In 2013, the City Council added Chapter 2.82 to the Monterey Park Municipal Code ("MPMC") restructuring the establishment of the Commissions, Boards and Committees, collectively "Commissions," and redefines the appointment procedures. In accordance with the MPMC, each council member appoints his/her respective representative(s) to the 9 commissions to serve a one year term beginning on May 1st and ending April 30th. Commissioners may serve not more than eight consecutive one year terms on the same commission.

Each council member may appoint 1 seat to Business Improvement District Advisory Committee, Design Review Board, Economic Development Advisory Commission, Environmental Commission, Planning Commission, Recreation and Parks Commission, and Traffic Commission; and 2 seats to the Commission on Aging and Community Participation Commission. Each commissioner serves at the pleasure of the appointing council member. As part of the appointment process, all commissioners

must meet the residency requirement as set forth by MPMC section 2.82.040. Upon ratification, the City Clerk's office will notify all commissioners to provide proof of residency. Failure to provide proof of residency to the City Clerk's office by June 1 will result in removal from the commission and that seat will be deemed vacant.

Action Taken: The City Council appointed the Commission/Board/ Committee members as listed in Attachment 1 for a one-year term beginning May 1, 2015 and ending April 30, 2016.

7. COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

Council Member Lam invited the community to the Cherry Blossom Festival on Saturday, April 18, 2015, 11:00 a.m. at Barnes Park, which will also feature free bike safety check and minor repairs. He also announced that the Lion's Club will host a Pancake Breakfast on Sunday, June 7, 2015 at Barnes Park Tickets are \$7 each and available thru the Lion's Club.

Council Member Real Sebastian announced that she attended the Southern California Association of Governments and a Neighborhood Watch meeting on her block. She also attended Metro's first Forum regarding the Completion of the 710 Freeway, on April 11, 2015 at East L.A. College. She thanked City Manager Talbot for attending the Metro Outreach in Pasadena and encouraged City staff to relay the importance of the 710 Freeway Project to the Planning, Traffic and Environmental Commissions, and to invite them all to participate in the two upcoming Metro Outreach events on Wednesday, May 6, 2015 at La Canada High School and Thursday, May 7, 2015 at the L.A. Christian Presbyterian Church. Council Member Real Sebastian also mentioned that Thursday, April 23, 2015 marked the 100th Commemoration of the Armenian Genocide, and requested the community to attend the Commemoration at the Armenian Genocide Monument at 901 Via San Clemente, in Montebello.

Council Member Ing announced that the Alhambra Educational Foundation *Service to Education Awards Dinner and Gala* on Saturday, April 18 at the San Gabriel Hilton Hotel. Mark Keppel High School's Band, Orchestra and Drama students will be performing the 10th Annual *Enchanted Evening* on April 25, 2015. He also announced that Ramona Convent will be hosting their 125th Annual Gala on Saturday, April 25, 2015 at The Castaways in Burbank.

Mayor Pro Tem Chan reminded the community to join Earth Day Bike Ride and the Cherry Blossom Festival on Saturday, April 18, 2015 at Barnes Park.

Mayor Liang thanked Ron Bow and fellow City of Monterey Park employees who ran the L.A. Marathon in support of the Special Olympics. He announced that he attended the Board of Supervisors meeting in downtown L.A. on Tuesday, April 14, 2015 in which a proclamation was presented to the City of Monterey Park in recognition of being a Special Olympics Host City.

8. CLOSED SESSION

None.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 10:05 p.m. in memory of Michael Messina, the husband of Alhambra Council Woman Barbara Messina

Vincent D. Chang
City Clerk



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-C.

TO: The Honorable Mayor and City Council
FROM: Ron Bow, Director of Public Works/Assistant City Manager
SUBJECT: MAP NO. 66840 (332 S. ALHAMBRA AVENUE) – APPROVAL OF FINAL MAP

RECOMMENDATION:

It is recommended that City Council consider:

- (1) Adopting a resolution approving Final Map No. 66840;
- (2) Authorizing the City Manager to execute the Subdivision Improvement Agreement in a form approved by the City Attorney; and
- (3) Taking such additional, related action that may be desirable.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

The Planning Commission, at its meeting of July 25, 2006, determined this project to be a Class 32 Categorical Exemption pursuant to the California Environmental Quality Act of 1970, as amended; and also determined that the subject tentative map is consistent with the City's General Plan.

BOARD/COMMISSION REVIEW:

On July 25, 2006, the Planning Commission approved Tentative Map No. 66840 by Resolution No. 35-06.

EXECUTIVE SUMMARY:

The final map has been reviewed by the City's consultant surveyor, Boghossian & Associates, for mathematical accuracy, survey analysis, title information, compliance with the Subdivision Map Act, Conditions of Approval and applicable Monterey Park Municipal Code provisions. As required, new curb, gutter, sidewalk and driveway aprons will be constructed in the street right-of-way. All utility services will be placed underground, and new trees, parkway landscaping and irrigation system will be installed.

BACKGROUND:

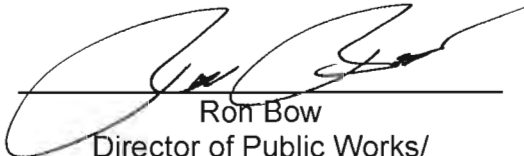
The subject development is located at 332 S. Alhambra Avenue, on the east side of the street between Newmark Avenue and Graves Avenue. The street is 70 feet wide from property line to property line. The site is relatively level and bounded by residential areas in all directions. The development is a five-unit condominium complex.

The subdivider has not yet finished constructing the public improvements, but is eager to record the final map. All public improvements including curb, gutter, driveway approach, sidewalk, parkway planting and irrigations along the entire frontage of the subject site still need to be construed. The expected completion date for the public improvement is August 31, 2015. All construction will be bonded to guarantee performance, including the projected cost of completed construction for all improvements.

FISCAL IMPACT:


The approval of this map has no fiscal impact on the City beyond the additional property tax and sales tax this development will generate.

Respectfully submitted,



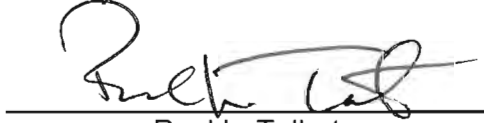
Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



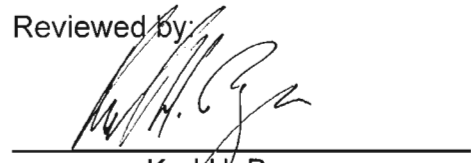
Vivian Chen
Civil Engineering Associate

Approved By:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

Attachments:

1. Subdivision Improvement Agreement
2. Resolution

ATTACHMENT 1
Subdivision Improvement Agreement

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

City Clerk
City of Monterey Park
320 W Newmark Avenue
Monterey Park, CA 91754

No fee per Government Code § 6103

SUBDIVISION IMPROVEMENT AGREEMENT

TRACT NO. 66840

THIS AGREEMENT ("Agreement") is made and entered into this 1st day of July, 2015, by and between the CITY OF MONTEREY PARK, a general law city and municipal corporation ("CITY") and 332 Alhambra Avenue, A California Corporation ("SUBDIVIDER").

The Parties agree as follows:

1. **RECITALS.** This Agreement is made with reference to the following facts and objectives:

- A. SUBDIVIDER presented CITY with a final subdivision map on land identified as Tract No. 66840 ("Map").
- B. SUBDIVIDER requested that CITY approve the Map before construction and completion of improvements including, without limitation, streets, highways, public ways, grading, fences, and public utility facilities ("Improvements") which are part of or appurtenant to the subdivision ("Subdivision") identified on the Map. The Improvements must be constructed in accordance with plans and specifications on file with CITY.
- C. This Agreement is entered into in accord with the Subdivision Map Act ("Act") and applicable ordinances adopted by CITY including, without limitation, as codified in the Monterey Park Municipal Code ("MPMC").

2. **CONSTRUCTION OF IMPROVEMENTS.** At its sole cost and expense, SUBDIVIDER agrees to furnish the equipment, labor and materials necessary to complete the Improvements on the Map set forth in attached Exhibit "A," which is incorporated by reference, and such other improvements required by CITY ordinances

and/or the City Council when approving the Map. All of the above work, together with appurtenances, contingencies and engineering costs, are more particularly shown on the improvement plans for the Map. In addition, SUBDIVIDER agrees that because of Resolution No. 35-06, that it will construct and maintain the public street identified as the frontage of 332 S Alhambra Avenue (the "Street") in the manner set forth in Grading Permit No.887, which is incorporated by reference. Construction of the Street does not conform to CITY's standard specifications for public streets and SUBDIVIDER therefore agrees to provide a ten-year warranty for maintenance and reconstruction of the Street.

3. **ESTIMATED COST OF IMPROVEMENTS.** The parties agree that the estimated cost of the Improvements is a total of \$55,339.19.

4. **COMPLETION.** SUBDIVIDER must complete all Improvements within twelve (12) months after recording the Map or within such further time as may be granted by the City Council.

5. **COMPLETION BY CITY.** Should SUBDIVIDER fail to complete the Improvements within the time for completion, CITY, at its option, may enter onto SUBDIVIDER's property to complete the Improvements at SUBDIVIDER's cost.

6. **WARRANTY OF IMPROVEMENT PLANS.** SUBDIVIDER warrants that the plans and specifications for the Improvements comply with the tentative map approval and the master plan for the Subdivision previously approved by CITY's Planning Commission and the City Council, together with all conditions made a part of such approval(s). SUBDIVIDER further warrants that the plans and specifications can be relied upon to accomplish the improvement work covered by this Agreement in a good, workmanlike manner and in accordance with accepted construction practices. Should the plans and specifications at any time before final acceptance of the Improvements prove to be inadequate in any respect, SUBDIVIDER agrees to make such changes deemed necessary by CITY to accomplish improvement work in a good, workmanlike manner and in accordance with accepted construction practices. SUBDIVIDER further agrees to make or cause to be made such engineering, soils and other reports as may be required by CITY.

7. **CITY NOT LIABLE FOR PLANS AND SPECIFICATIONS.** CITY is not an insurer or surety for the design or construction of the Subdivision. And no CITY official, officer, or employee is liable or responsible for any claim arising during construction of the Subdivision or Improvements, unless it can be shown that such person specifically directed that the Subdivision or Improvement be accomplished in a manner contrary to the wishes and desires of SUBDIVIDER, and SUBDIVIDER filed a written objection with the City Engineer before commencing such work or Improvement.

8. **WARRANTY OF WORK.**

- A. Except for the Street, SUBDIVIDER warrants that the Improvements will be constructed in a manner consistent with CITY's specifications and the

highest industry standards. Should any Improvement fail to comply with this warranty or any other provision of this Agreement within one (1) year after CITY's final acceptance, SUBDIVIDER must, without delay and without cost to CITY, repair, replace or reconstruct any defective or otherwise unsatisfactory part or parts of the Improvements. Should SUBDIVIDER fail to act promptly or in accordance with this requirement or should the exigencies of the case require repairs or replacements to be made before SUBDIVIDER can be notified, CITY may, at its option, make the necessary repairs or replacements or perform the necessary work and SUBDIVIDER must pay to CITY the actual cost of such repairs plus fifteen percent (15%) for CITY's administrative overhead costs. This Section is not a waiver of any other right CITY may have for correcting faulty workmanship or defective materials.

- B. As to the Street, SUBDIVIDER warrants that the Street will be constructed in a manner consistent with Resolution No. 35-06 and specifications approved by CITY that are generally consistent with the highest industry standards. Should the Street fail to comply with this warranty or any other provision of this Agreement within ten (10) years after CITY's final acceptance, SUBDIVIDER must, without delay and without cost to CITY, repair, replace or reconstruct any defective or otherwise unsatisfactory part or parts of the Improvements. Should SUBDIVIDER fail to act promptly or in accordance with this requirement or should the exigencies of the case require repairs or replacements to be made before SUBDIVIDER can be notified, CITY may, at its option, make the necessary repairs or replacements or perform the necessary work and SUBDIVIDER must pay to CITY the actual cost of such repairs plus fifteen percent (15%) for CITY's administrative overhead costs. This Section is not a waiver of any other right CITY may have for correcting faulty workmanship or defective materials.

9. REPAIRS AND REPLACEMENTS. SUBDIVIDER must replace/repair, as appropriate, all pipes and monuments shown on the Map destroyed or damaged by SUBDIVIDER's actions and to replace/repair, as appropriate, any property damaged or destroyed by SUBDIVIDER. Any such repair or replacement must be completed to CITY's satisfaction and approval.

10. CITY'S RIGHT OF ENTRY. SUBDIVIDER grants City a license to enter SUBDIVIDER's property to inspect the improvements constructed by SUBDIVIDER and to ensure compliance with this Agreement.

11. CONTRACT SECURITY.

- A. Concurrently with the execution of this Agreement, SUBDIVIDER must furnish:

- i. A surety bond in an amount equal to at least one hundred percent (100%) of the estimated cost of improvements as security for the faithful performance of this Agreement;
 - ii. A separate surety bond in an amount equal to at least one hundred percent (100%) of the contract price for said improvements as security for the payment of all persons performing labor and furnishing materials in connection with this Agreement.
- B. SUBDIVIDER agrees that the form of the bonds provided by CITY are substantially similar to Government Code §§ 66499.1 and 66499.2.

12. MAINTENANCE BONDS.

- A. Except as to the Street, the bonds referred to in Section 11 will not be released until a surety bond guaranteeing the warranty requirements of Section 8 in the amount of at least ten percent (10%) of the sum shown in Section 3 is filed with CITY. The maintenance bond will be released one (1) year from the date of final acceptance of the Improvements.
- B. As to the Street, the bonds referred to in Section 11 will not be released until a surety bond guaranteeing the warranty requirement of Section 8(B) in the amount of at least one hundred ten (110%) of the sum shown in Section 3 as to the Street is filed with CITY. The maintenance bond will be released ten (10) years from the date of final acceptance of the Street.

13. PERFORMANCE BY CITY OR SURETY.

- A. Should SUBDIVIDER fail to construct the improvements in the manner and at such locations as specified within the time requirements of this Agreement, or if SUBDIVIDER is not carrying out the intent of this Agreement, CITY may serve written notice upon SUBDIVIDER and the surety on SUBDIVIDER's faithful performance bond demanding satisfactory compliance with this Agreement.
- B. Should CITY serve such written notice, CITY may do any one, or combination of, the following:
 - i. Serve written notice upon the surety on its faithful performance bond demanding satisfactory compliance with this Agreement. In such event the surety must, within five (5) days, assume control and construct the Improvements as SUBDIVIDER's successor;
 - ii. CITY may construct the improvements itself, or by contract, at SUBDIVIDER's expense on a time a materials basis. In such event, CITY may take possession of and utilize in completing

improvement construction, materials, appliances, and other property belonging to SUBDIVIDER as may be on the site of the work without liability to CITY. SUBDIVIDER's surety will be liable to CITY for any excess cost of damages incurred by CITY.

- C. Nothing in this Section waives, or serves as a limitation upon, any additional remedy CITY may have under this Agreement or applicable law.

14. SURETY BOND TO INCLUDE LETTER OF CREDIT. The term "surety bond" also includes such other acceptable security, such as letters of credit or cash deposit agreements issued by responsible financial institutions, which are approved by the City Attorney. The term "surety" includes the issuer of any letter of credit or cash deposit agreement, which is acceptable to CITY as security for the performance of this Agreement. Sureties must be admitted to do business in California.

15. BEST MANAGEMENT PRACTICES. SUBDIVIDER agrees to use best management practices ("BMPs"), as that term is defined under applicable law including, without limitation, the Monterey Park Municipal Code, in constructing the improvements anticipated by this Agreement. SUBDIVIDER's failure to comply with the terms of this Section constitutes a material breach of this Agreement.

16. OWNERSHIP OF DOCUMENTS. All documents, data, studies, drawings, maps, models, photographs and reports prepared by SUBDIVIDER under this Agreement are CITY's property. SUBDIVIDER may retain copies of said documents and materials as desired, but must deliver all original materials to CITY upon CITY's written notice.

17. INDEPENDENT CONTRACTOR. CITY and SUBDIVIDER agree that SUBDIVIDER will act as an independent contractor and will have control of all work and the manner in which is it performed. SUBDIVIDER will be free to contract for similar service to be performed for other employers while under contract with CITY. SUBDIVIDER is not an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides for its employees. Any provision in this Agreement that may appear to give CITY the right to direct SUBDIVIDER as to the details of doing the work or to exercise a measure of control over the work means that SUBDIVIDER will follow the direction of CITY as to end results of the work only.

18. CASH CHARGES. SUBDIVIDER must pay to CITY in cash such subdivision fees that are established by ordinance or by the City Council in conferring approval or extension of time to the Subdivision.

19. INDEMNIFICATION.

- A. SUBDIVIDER indemnifies and holds CITY harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of this Agreement, or its performance. Should CITY be named in any suit, or should any claim be brought against

it by suit or otherwise, whether the same be groundless or not, arising out of this Agreement, or its performance, SUBDIVIDER must defend CITY (at CITY's request and with counsel satisfactory to CITY) and indemnify CITY for any judgment rendered against it or any sums paid out in settlement or otherwise.

- B. For purposes of this section "CITY" includes CITY's officers, officials, employees, agents, representatives, and certified volunteers.
- C. The Parties agree that this section will remain in full force and effect for ten (10) years following substantial completion by SUBDIVIDER of the Improvements.
- D. The requirements as to the types and limits of insurance coverage to be maintained by SUBDIVIDER, and any approval of such insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by SUBDIVIDER pursuant to this Agreement, including, without limitation, to the provisions concerning indemnification.

20. INSURANCE.

- A. Before commencing performance under this Agreement, and at all other times this Agreement is effective, SUBDIVIDER must procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits (combined single)</u>
Commercial general liability:	\$2,000,000
Professional Liability	\$2,000,000
Workers compensation	statutory requirement

- B. Commercial general liability insurance must meet or exceed the requirements of ISO-CGL Form No. CG 00 01 11 85 or 88. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must be endorsed to name CITY, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by CITY will be excess thereto. Such endorsement must be reflected on ISO Form No. CG 20 10 11 85 or 88. Such insurance will be on an "occurrence," not a "claims made," basis and will not be cancelable or subject to reduction except upon thirty (30) days

prior written notice to CITY.

- C. Professional liability coverage will be on an "occurrence basis" if such coverage is available, or on a "claims made" basis if not available. When coverage is provided on a "claims made basis," SUBDIVIDER will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover SUBDIVIDER for all claims made by CITY arising out of any errors or omissions of SUBDIVIDER, or its officers, employees or agents during the time this Agreement was in effect.
- D. SUBDIVIDER must furnish to CITY duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement and such other evidence of insurance or copies of policies as may be reasonably required by CITY from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. SUBDIVIDER will require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

21. NOTICES.

- A. All notices given or required to be given pursuant to this Agreement will be in writing and may be given by personal delivery or by mail. Notice sent by mail will be addressed as follows:

The City
City of Monterey Park
320 W Newmark Ave
Monterey Park, CA 91754

To Subdivider
332 Alhambra Avenue, A California Corporation
1168 N. San Gabriel Ave, #N
Rosemead, CA 91770

- B. When addressed in accordance with this paragraph, notices will be deemed given upon deposit in the United States mail, postage prepaid. In all other instances, notices will be deemed given at the time of actual delivery.
- C. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph.

22. **COMPLIANCE WITH LAW.** SUBDIVIDER will comply with all laws applicable to this Agreement including, without limitation, federal, state, and local laws requiring permitting and licenses. All such compliance will be at SUBDIVIDER's own cost.

23. **CONSTRUCTION.** The language of each part of this Agreement will be construed simply and according to its fair meaning, and this Agreement will never be construed either for or against either party.

24. **SEVERABLE.** If any portion of this Agreement is declared by a court of competent jurisdiction to be invalid or unenforceable, then such portion will be deemed modified to the extent necessary in the opinion of the court to render such portion enforceable and, as so modified, such portion and the balance of this Agreement will continue in full force and effect.

25. **CAPTIONS.** The captions of the paragraphs of this Agreement are for convenience of reference only and will not affect the interpretation of this Agreement.

26. **WAIVER.** Waiver of any provision of this Agreement will not be deemed to constitute a waiver of any other provision, nor will such waiver constitute a continuing waiver.

27. **GOVERNING LAW.** This Agreement has been made in and will be construed in accordance with the laws of the State of California and exclusive venue for any action involving this Agreement will be in Los Angeles County.

28. **AUTHORITY/MODIFICATION.** This Agreement is subject to and conditioned upon approval and ratification by the Monterey Park City Council. This Agreement is not binding upon CITY until executed by the City Manager. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written agreement. CITY's City Manager may execute any such amendment on behalf of CITY.

29. **BINDING UPON SUCCESSORS.** The terms of this Agreement constitute a burden and benefit upon the Property. Accordingly, this Agreement will be recorded and the term will run with the Property and become binding upon SUBDIVIDER's heirs, successors and assigns.

30. **ENTIRE AGREEMENT.** This Agreement constitutes the sole agreement between SUBDIVIDER and CITY respecting the maintenance of the Property's common areas and correctly sets forth the obligations of SUBDIVIDER and CITY. There are no other understandings, terms or other agreements expressed or implied, oral or written.

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF MONTEREY PARK,
A Municipal Corporation.

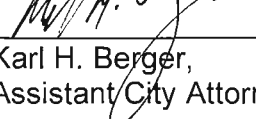
Paul Talbot
City Manager

City Council Approval: _____

ATTEST:

Vincent D. Chang
City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, CITY ATTORNEY

By: 

Karl H. Berger,
Assistant City Attorney

EXHIBIT A

Tract No. 66840

All improvements marked are included:

- (X) Public street improvements including grading, paving, curbs, gutter, sidewalks, traffic control devices, street name signs, street lights, street landscaping, and appurtenances.
- (X) Private street or driveway improvements including grading, paving, curbs, gutters, sidewalks, traffic control devices, street name signs, street lighting, landscaping, and appurtenances.
- (X) Public sanitary sewers including mains, laterals, and appurtenances.
- (X) Private sanitary sewers including mains, laterals, and appurtenances.
- (X) Domestic water supply system, including mains, service laterals, fire hydrants, and appurtenances.
- (X) Natural gas supply system including mains, service laterals, and appurtenances.
- (X) Electric power distribution system including vaults, conduits, cables, conductors, service laterals, transformers, and appurtenances.
- (X) Telephone system including vaults, conduits, cables, conductors, service laterals, and appurtenances.
- (X) Cable television system, including vaults, conduits, cables, conductors, service laterals, and appurtenances.
- (X) Public storm drains including channels, pipes, inlets, culverts, and appurtenances.
- (X) Private storm drains including swales, channels, pipes, inlets, and appurtenances.
- (X) Mailboxes.
- (X) Lot grading including land clearing, earth moving compaction, import or export of soil, and appurtenances.
- (X) Walls including retaining walls, perimeter walls, and appurtenances.

(X) Off-street landscaping including trees, bushes, shrubs, turf, irrigation system, and appurtenances.

() Other:

ATTACHMENT 2

Resolution

RESOLUTION NO.

A RESOLUTION APPROVING FINAL MAP NO. 066840 FOR A FIVE-UNIT CONDOMINIUM PROJECT AT 332 SOUTH ALHAMBRA AVENUE.

The City Council of the City of Monterey Park does resolve as follows:

SECTION 1: The City Council finds and declares that:

- A. On July 25, 2006, Susan Wu submitted an application pursuant to Title 20 of the Monterey Park Municipal Code ("MPMC"), requesting approval of Tentative Map No. 066840 (TM-13-01) to subdivide air rights to establish and maintain a five-unit condominium project at 332 South Alhambra Avenue ("Project");
- B. The City reviewed the Project's environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, "CEQA") and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, *et seq.*, the "CEQA Guidelines"); and
- C. Following a public hearing on July 25, 2006, the Planning Commission adopted a resolution that, among other things, approved a tentative map for the Project with conditions.

SECTION 2: *Environmental Assessment.* The Planning Commission found that the Project was categorically exempt from the requirements of CEQA pursuant to CEQA Guidelines §§ 15315 and 15332 as a Class 15 categorical exemption (Minor Land Divisions) and Class 32 categorical exemption (Infill Development). Approving the Final Map is part of the Project reviewed by the Planning Commission on July 25, 2006. The findings and conclusions made by the Planning Commission are incorporated into this Resolution by reference.

SECTION 3: *Final Map Findings.* Based upon the entirety of the record, including, without limitation, the staff report, the City Council approves Final Map No. 066840 for the following reasons:

- A. The Final Map substantially conforms with Tentative Map No. 066840; and
- B. The Final Map substantially conforms to the MPMC and Subdivision Map Act (Government Code §§66410, *et seq.*).

SECTION 4: *Delegation of Authority; Reservations.*

- A. In accordance with MPMC § 20.20.050, the City Engineer may take appropriate action to make technical corrections to the Final Map and,

thereafter, the City Clerk may forward the Final Map to the Los Angeles County Recorder's Office for recordation.

- B. Before providing the Final Map to the City Clerk, the City Engineer must (in addition to ensuring that the Final Map meets all technical requirements of the MPMC and Subdivision Map Act) verify that the developer provided the City with (1) a subdivision improvement agreement, in a form approved by the City Attorney, to ensure the construction of all public improvements at the development; (2) a form of security approved by the City Attorney to guarantee performance under the subdivision improvement agreement.
- C. The City manager is authorized to execute the subdivision improvement agreement referenced in this Section.

SECTION 5: This Resolution will become effective immediately upon adoption and remain effective unless superseded by a subsequent resolution.

SECTION 6: The City Clerk is directed to mail a copy of this Resolution to the Applicant and to any other person requesting a copy.

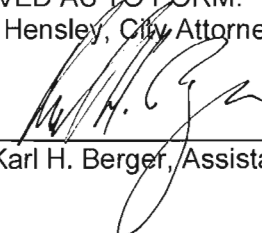
PASSED AND ADOPTED this ____ day of _____, 2015.

Hans Liang, Mayor

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: _____
Karl H. Berger, Assistant City Attorney



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-D.

TO: The Honorable Mayor and City Council
FROM: Ron Bow, Director of Public Works/Assistant City Manager
SUBJECT: 2014-2015 Slurry Seal/Cape Seal – Award of Contract

RECOMMENDATION:

It is recommended that the City Council consider:

1. Appropriating an additional \$62,000 in Measure R funds to complete the 2014-2015 Slurry Seal/Cape Seal project;
2. Awarding the contract for the 2014-2015 Slurry Seal/Cape Seal project to the lowest bidder, Pavement Coatings Co., of Jurupa Valley, in the amount of \$510,537.13;
3. Authorizing the Public Works Director to approve construction change orders up to \$51,000 (up to 10% of construction contract amount) for this project;
4. Authorizing the City Manager, or designee, to execute an agreement with Pavement Coatings Co., in a form approved by the City Attorney; and
5. Take such additional, related action that may be desirable.

CEQA (California Environmental Quality Act):

Since the proposed work is a minor alteration to an existing public facility, this project is Class 1 Categorically Exempt pursuant to the California Environmental Quality Act (CEQA).

EXECUTIVE SUMMARY:

On May 21, 2014 the City Council approved solicitation of bids for the 2014-2015 Slurry Seal/Cape Seal project. Bid opening occurred on June 16, 2015. Following the bid opening, Pavement Coatings Co. was determined to be the apparent lowest responsible bidder with an amount of \$510,537.13. The Engineer's estimate for this project is \$470,000.00.

BACKGROUND:

The project involves the application of an asphalt emulsion slurry seal and cape seal on various residential streets. A cape seal is a double application of a slurry seal that incorporates a layer of rock chips in between each slurry layer. The project also includes restoration of the existing traffic striping and pavement markings. The project will cover the area generally bound by El Repetto Drive and Ynez, Graves, and Garfield

Avenues; as well as the area generally bound by Brightwood, Ridgecrest, and Hillside Streets.

On June 16, 2015, staff received a total of two bids out of the five contractors that purchased the bid specifications. A summary of the bid amounts is as follows:

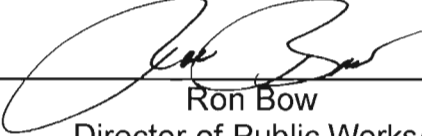
RANK	BIDDER	BID AMOUNT
1	PAVEMENT COATINGS CO.	\$510,537.13
2	COPP CONTRACTING, INC.	\$528,497.46

The bid submitted by Pavement Coatings Co. is the lowest responsive bid from a responsible bidder. Pavement Coatings' license was verified with the California State Contractor's License Board to be current, active and in good standing. Staff also checked the contractor's references and received positive feedback. Pavement Coatings has performed similar slurry seal and cape seal work for several public agencies including the Cities of Placentia, Yucca Valley and Lake Elsinore.

FISCAL IMPACT:

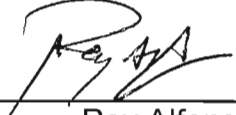
The project will be funded with Measure R funds (Account No. 0110-5003-91917) totaling \$400,000, and Cal-Recycle Rubberized Pavement Grant Program funds (Account No. 0421-5003-91917) totaling \$100,000. Adding a 10% contingency for any unforeseen changes, the estimated total project cost is \$561,537.13. Therefore, an additional \$62,000 in Measure R funds is needed to complete the 2014-2015 Slurry Seal/Cape Seal project.

Respectfully submitted by:



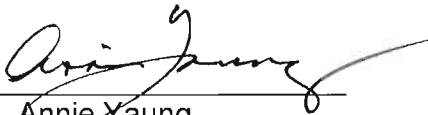
Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



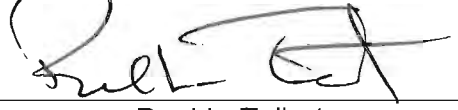
Rey Alfonso
Assistant City Engineer

Reviewed by:



Annie Young
Controller

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney



City Council Staff Report

DATE: JULY 1, 2015

**AGENDA ITEM NO: New Business
Agenda Item 6-E.**

TO: THE HONORABLE MAYOR AND CITY COUNCIL
FROM: SCOTT HABERLE, FIRE CHIEF
SUBJECT: VERDUGO COMMUNICATIONS SERVICE – AGREEMENT RENEWAL

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to execute an agreement with the cities of Burbank, Glendale and Pasadena, collectively known as the "Verdugo Cities," in a form approved by the City Attorney; and
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The service agreement with Verdugo Communications expired and requires renewal to ensure continuity of emergency dispatching services for the Fire Department. The term of the agreement is for July 1, 2015 to June 30, 2017 and will automatically renew for two terms of three years, unless terminated. Staff seeks Council consideration to authorize the City Manager, or designee, to execute an agreement with Verdugo Cities to continue emergency dispatch services.

BACKGROUND:

Verdugo Communications is a regional dispatch center for 13 member agencies: Alhambra, Arcadia, Burbank, Glendale, Monrovia, Montebello, Monterey Park, Pasadena, San Gabriel, San Marino, Sierra Madre, South Pasadena and Bob Hope Airport. Monterey Park has been a member since 2005 and the agreement for dispatch services is currently up for renewal.

The Verdugo Communications Center was established August 1, 1979 with the founding cities of Burbank, Glendale, and Pasadena to address local issues such as limited resources amongst each agency, voluntary mutual aid with an average 45-minute delay, non-standard firefighting tactics, and incompatible equipment and lack of common radio frequencies. Coming together for a regional dispatch center addressed these issues as well implementation of a "no borders" clause, allowing for the closest available fire engine to respond, regardless of jurisdiction. When Verdugo initially started with three cities, there were 23 fire stations in the borderless system and up to 15 fire engines that could be dispatched to a major incident without delay. Today, there are 44 fire stations in the system with more than 40 engines and specialty equipment potentially available to respond anywhere among the Verdugo Member Cities' system. Specialty units include an Air Utility, Brush Engine, Hazardous Materials Unit, Water Tender, and an Urban Search and Rescue unit. Verdugo Cities has aided in the provision of immediate resources, communications interoperability, and provides assurance of emergency response.

In addition to the above resources, other benefits have included sustainability of a 12-year Capital and Technology Outlay Plan that included programs such as the progression towards Next Generation 911 (NG911), which will ready the Center to accept and process Text-to-9-1-1 and other forms of multi-media. Verdugo has also replaced emergency backup radio base stations to support migration by the ICIS Radio System to P-25 standards and replaced aged equipment. Verdugo Fire also remains committed to ICIS and its Land-Mobile-Radio (LMR) system, which provides both coverage and operational capacity across the majority of Los Angeles County. As a Verdugo member, Monterey Park has also benefitted through:

- Shared costs of personnel, computer, phone, dispatch and radio communication systems between member agencies, lowering each agency's portion and eliminating unnecessary and costly redundancy;
- New station alerting system received and installed as a result of regional grant applications by Verdugo;
- Dispatchers are specialized in both fire and emergency medical dispatch ("EMD") instructions to 9-1-1 callers for pre-arrival and life saving protocols as established by Los Angeles County Fire and approved by the Los Angeles County Department of Health Services and Verdugo's Medical Director;
- Translation of foreign language calls provided by Language Line Services, which offers over-the-phone translation in over 170 languages.
- Centralized coordination of "unified responses" within the automatic aid system;
- Fast access to California Office of Emergency Services (CALOES) resources through ROSS – Resource Ordering and Status System), a national system for dispatch of mutual aid resources to another jurisdiction's fire or requests for resources for larger scale incidents within the Verdugo System;
- Common radio frequencies among member agencies to permit relatively seamless operations on major incidents, increased safety on the fire-ground, and faster initial responses and great communications interoperability;
- Notifications to key personnel are automatically triggered by alarm level or incident type through CAD, or manually by the dispatchers;
- The ReddiNet hospital status system displays local hospital emergency department status for EMS incidents and is available to units in the field over the mobile data system;
- Centralized handling and coordination of mass casualty resources;

The cost for this service is based on Monterey Park's call volume for in-City and Out-of-Verdugo (OOV) area incidents only. For Fiscal Year 2014-2015, the call volume was 4,007 emergency calls and the rate effective July 1, 2015 will be \$65.08 per call. Based on an estimate of 4,007, the total cost for Verdugo for Fiscal Year 2015-2016 will be \$260,776.56. Funds have been budgeted in Emergency Operations.

Verdugo Communications has further stated that future fiscal year costs will not increase any more than 5% per incident. There will be no other costs charged to the City, unless there is substantial costs incurred by unplanned events such as catastrophic hardware failures or natural disasters. However, Verdugo will utilize funds already set aside for hardware replacement and insurance settlements prior to charging cities.

The benefits the City has gained as a member of Verdugo Communications has far exceeded expectations. Monterey Park residents and businesses can be assured of quick and efficient

response while gaining supplemental aid, resources, continual equipment and technological upgrades with efficient and skilled fire and emergency medical dispatchers.

FISCAL IMPACT:

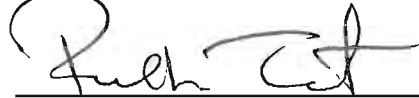
Based on the per call charge of \$65.08 and a call volume of 4,007 calls in Fiscal Year 2014-2015, the anticipated cost for Fiscal Year 2015-2016 will be \$260,775.56, which has been budgeted in the Fire Department's Emergency Operations Division, Account Number 0010-801-3210-32180.

Respectfully submitted by:



Scott Haberle
Fire Chief

Approved by:




Paul Talbot
City Manager

Approved by:



Annie Young
City Controller

Reviewed by:



Karl Berger
Assistant City Attorney



City Council Staff Report

DATE: JULY 1, 2015

AGENDA ITEM NO: **New Business
Agenda Item 6-F.**

TO: THE HONORABLE MAYOR AND CITY COUNCIL
FROM: SCOTT HABERLE, FIRE CHIEF
SUBJECT: UCLA CENTER FOR PRE-HOSPITAL CARE – AUTHORIZATION TO EXECUTE AGREEMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to execute an agreement with the Regents of the University of California ("UCLA"), in a form approved by the City Attorney; and
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The University of California, Los Angeles ("UCLA") has been providing Continuing Education and Quality Improvement services to the Fire Department Paramedic and Emergency Medical Technicians since 2007. The current agreement expired June 30, 2015 and requires Council consideration for renewal.

BACKGROUND:

The need for pre-hospital emergency medical service has become a major role in fire department service delivery in addition to fighting fires and hazard mitigation. This is currently evidenced by the number of emergency medical calls the Fire Department responds to each fiscal year. In Fiscal Year 2013-2014, 73% of the call volume was emergency medical calls. Fiscal Year 2014-2015 also shows approximately 73% of the calls were medical – demonstrating the need to maintain our emergency medical service program. As required by the State of California Emergency Medical Services Authority and the County of Los Angeles Emergency Medical Services Agency, pre-hospital care emergency medical service providers are required by law to receive a specified number of continuing education and update training each year. UCLA assists towards ensuring those requirements are met. The current agreement with UCLA expired June 30, 2015 and staff seeks authorization to review.

In addition to ensuring that annual continuing education and update training is provided, UCLA also provides the following:

- Assignment of a nurse educator to the Fire Department;
- Ensures that each shift is provided a minimum of 24 hours of continuing education for each department EMT-Paramedic and 12 hours of continuing education for EMT-basic
- UCLA ensures that all education programs meet the criteria set by the State of California and County of Los Angeles to fulfill the education and re-certification requirements. Content developed is based on Quality Improvement Services, classes as mandated by

the Los Angeles County Emergency Medical Service Agency and California Code of Regulations (Title 22), and annual needs assessments and surveys. UCLA conducts the needs assessments and surveys, working with the fire personnel and includes skills practice, remediation, and verification for paramedics each year including, without limitation:

- Prepares sessions that review specific EMT skills, uses current skills sheets from Los Angeles County EMS and has all EMTs practice at each skill station and is tested.
- Record and track all continuing education sessions, employees, and hours into a tracking system;
- Conducts random audits of emergency medical reports and reviews to ensure protocol is met.
- Conducts on-site evaluation through ride-alongs with Department paramedics to evaluate under field conditions and will then design and provide education to specific needs identified during the on-site evaluation;
- Annually assesses the Fire Department Emergency Medical Services Program to identify strengths and weaknesses of the continuing education program and quality improvement programs.

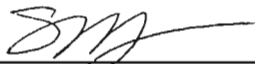
The cost for services by UCLA is \$33,000 per year or \$2,735.68 per month. Staff is recommending an agreement for services for the term of July 1, 2015 to June 30, 2020, unless otherwise terminated by either party. The cost per fiscal year would only increase by the change of the Consumer Price Index for the Greater Los Angeles area and limited to not more than five percent (5%).

The services provided by UCLA have been critical to the operation and maintenance of the Fire Department's emergency medical services program and it has been much more cost efficient than employing an in-house nurse educator. UCLA also provides access to resources and other needs as required by our Department.

FISCAL IMPACT:

Funds have been budgeted in Fiscal Year 2015-2016 in the Emergency Medical Services Division, Education and Training, Account #0010-801-3220-39400 for a total of \$45,634.

Respectfully submitted by:



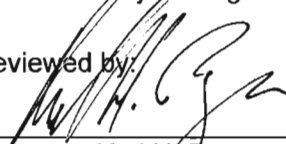
Scott Haberle
Fire Chief

Approved By:



Paul Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney



City Council Staff Report

DATE: JULY 1, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-G.

TO: THE HONORABLE MAYOR AND CITY COUNCIL
FROM: SCOTT HABERLE, FIRE CHIEF
SUBJECT: MAK FIRE PROTECTION ENGINEERING AND CONSULTING - ON-CALL
PROFESSIONAL SERVICES AGREEMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to execute an agreement with Mak Fire Protection Engineering and Consulting, in a form approved by the City Attorney; and
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The Fire Department seeks City Council consideration to authorize the City Manager, or designee, to execute a Professional Services Agreement with Mak Fire Protection Engineering & Consulting Inc. for on-call plan check services for the Fire Prevention Division for the period of July 1, 2015 to June 30, 2017.

BACKGROUND:

Each fiscal year, the Fire Prevention Division is required to review and process over 300 plans for new development or remodels and over 120 plan re-checks. In general, a plan submittal for a new single commercial development can take two hours. Larger and more extensive projects, which greatly depend upon the depth, square footage, nature of business, and complexity of the project, can take several hours or days. These reviews must be done in between developer meetings, office conferences, business and facility inspections, permit processing, community relations programs, and fire investigations. With a field staff of two, a Deputy Fire Marshal and Fire Safety Specialist, there is insufficient manpower to accommodate all plan reviews. In addition, existing staff does not have the State Fire Protection Engineering licensing. Many of the plans are drafted by a State Licensed Engineer. The Deputy Fire Marshal will conduct administrative review these plans between the other fire prevention responsibilities.

The time required for plan check review is extensive and the planned developments in Monterey Park will impact staff significantly. Two major developments already received by the City for plan check review and processing are AG Hotel on Atlantic Boulevard and the Town Center on Garfield Avenue. Staff is going to need assistance to review these projects in order to process and complete review in a timely manner so as not to impede the project development.

Obtaining the services of Mak Fire Protection Engineering & Consultant Inc., a private engineering consultant specializing in fire prevention and life safety programs, fire inspections

and plan review services, will ensure continuity of services and plan check reviews. The consultant has an extensive background. Bachelor's Degree in Aerospace Engineering, a Masters Degree in Fire Protection Technology, State licensure as a Professional Engineer in Fire Protection Engineering, experience working with the Insurance Services Officer ("ISO") where he was responsible for providing fire safety and loss control engineering reports, and employed in the fire service since 2000; resulting in a depth of experience and knowledge that will greatly benefit the Fire Prevention Division.

As proposed, Mak Fire Protection Engineering & Consultant Inc., will provide on-call services for fire plan review that will encompass furnishing fire and life safety, special hazards, fire sprinkler and fire alarm plan review for all structures; and provide plan check comments. In addition, the consultant will be taking a look at the processes and procedures in the Fire Prevention Division this year to help identify areas that can be streamlined and made more customer/developer friendly.

Costs for these services are paid by the developer submitting the plan review as contained in the City's Master Schedule of Fees. Current rates are \$85.00 per hour plus \$2 per sprinkler head, fire alarm device or fire extinguisher nozzle. Architectural plan reviews are \$85 hour with a minimum of two hours. There are no funds from the City used for these services and no impact to the General Fund.

FISCAL IMPACT:

The cost for these services are to be paid by the developer and charged as approved in the City of Monterey Park's Master Schedule of Fees. There is no impact to the General Fund or Fire Department's operating budget. Plan Check Fee Revenues and expenditures are derived from Account Number 0010-701-0010-06330.

Respectfully submitted by:



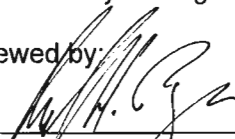
Scott Haberle
Fire Chief

Approved by:



Paul Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-H.

TO: The Honorable Mayor and City Council
FROM: Jim Smith, Police Chief
SUBJECT: Award of City of Monterey Park Tow Services Contract

RECOMMENDATION:

It is recommended that the City Council consider:

1. Awarding a contract for police tow services to Navarro's Towing and Freeway Towing;
2. Authorizing the City Manager to execute an agreement, in a form approved by the City Attorney, with Navarro's Towing and Freeway Towing; and
3. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Monterey Park Municipal Code ("MPMC") Chapter 5.84 regulates the policies and procedures for retaining towing services on the City's behalf. Since 2009 (the last time tow contracts were awarded), the Monterey Park Police Department ("MPPD") has administered the City's towing contracts. Beginning in May 2015, the MPPD requested information in accordance with MPMC § 5.84.030 from companies interested in providing towing services. As explained below, the MPPD received various proposals and recommends that the City Council award contracts to (1) Navarro's Towing; and (2) to Freeway Towing.

BACKGROUND:

As required by MPMC Chapter 5.84, MPPD staff solicited proposals from qualified towing companies in May 2015. Five companies completed and returned applications:

Name	Location
Navarro's Towing	Monterey Park
Freeway Towing	Monterey Park
City Terrace Towing	Los Angeles
Al's Towing	Alhambra
Henry's Towing	Alhambra

MPPD personnel inspected each applicant and evaluated them based on the requirements set forth in the MPMC and the MPPD General Orders Manual. Each company was evaluated for its storage capacity, evidence capabilities, complaint procedure, driver training and licensing, equipment, records management, tow truck inspections, security, and overall operational capabilities. All of the companies that submitted applications were found to meet the minimum requirements.

MPPD's recommendation is to contract for police tow services with Navarro's Towing and Freeway Towing on a rotational basis as provided by MPMC § 5.84.030. While all companies that submitted proposals were qualified, these two companies were given preference in accordance with MPMC § 3.20.065.

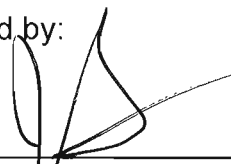
Over the past six years, Navarro's Towing and Freeway Towing have been the contracted police tow services for the City. Each has provided efficient and professional services without significant issue. MPPD further recommends that each contract have a three year term beginning August 1, 2015 and ending July 31, 2018. These contracts would provide an option for the City to extend the term for an additional three years.

The contracted tow services will charge the same rates for services provided at the request of the MPPD. These rates are outlined in Section 3 of Attachment 1.

FISCAL IMPACT:

None.

Respectfully submitted by:



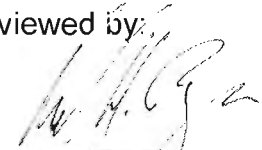
Jim Smith
Chief of Police

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENT “1”

Sample of contract

CITY OF MONTEREY PARK

POLICE TOWING AND STORAGE SERVICE AGREEMENT

THIS AGREEMENT is entered into the ____ day of _____, 2015, by and between the CITY OF MONTEREY PARK, a general law city and municipal corporation ("City") and _____ TOWING, a California corporation ("Contractor").

R E C I T A L S

- A. City wishes to provide towing services and garage impound and storage facilities for the purposes of towing away and impounding all motor vehicles (i) involved in traffic accidents; (ii) violating various sections of federal or state law (including, without limitation, the California Vehicle Code) or the Monterey Park Municipal Code ("MPMC"); (iii) being held by the Monterey Park Police Department (the "Police Department" as evidence in criminal cases; and (iv) for such other tow-away or impound services whether for public or private property as City requests from time to time.
- B. Contractor owns and operates a business providing towing services and garage impound and storage facilities.
- C. City wishes to engage Contractor to provide prescribed months of towing services and garage impound and storage facilities required under this Agreement and Contractor wishes to provide said services and facilities.

NOW THEREFORE, it is mutually understood and agreed by City and Contractor as follows:

1. Scope of Services.

- A. Contractor must comply with all applicable law including, without limitation, the MPMC towing regulations, and the City's towing service policy. The terms and conditions of the City's towing service policy, and the MPMC, are incorporated into this Agreement as if fully set forth.
- B. Contractor must comply with the terms and conditions of the Request for Proposals, which are incorporated by reference as if fully set forth.
- C. Contractor must, in a professional manner, furnish all of the labor, technical, administrative, personnel, all supplies and materials, equipment, printing, vehicles, transportation, office space and facilities, and all other means whatsoever, except as herein otherwise expressly specified to be furnished by City, necessary or proper to perform and complete the work and provide the services required of Contractor by this Agreement.

2. Responsibilities of City.

- A. Subject to the ordinance and policy, City may request Contractor to respond and provide the Services under this Agreement.
- B. If Contractor is unable at any time to respond with prompt and adequate service, City reserves the right, without notice to Contractor, to request other towing and garage impound and storage facility operators to respond and provide the Service.
- C. Notwithstanding any other provision of this Agreement, if the owner or other person entitled to possession of the vehicle requiring towing services otherwise subject to this agreement specifically requests that a towing operator other than Contractor provides those services; such services may be performed by the requested towing operator if such services are available without unreasonable delay.

3. Compensation.

- A. Contractor may charge and receive compensation as set by the City, described below:

City Approved Rates For Consensual/Non-Consensual Towing Service

	<u>Hourly</u>	<u>Storage</u>
Class A	\$125.00	\$35.00
Class B	\$225.00	\$45.00
Class C	\$325.00	\$55.00
Class D	\$425.00	\$55.00
Service Calls:	\$ 62.50	

City Approved Rates For City Of Monterey Park Owned Vehicles

Service Calls (within a 20 mile radius of Monterey Park):	No Charge
Tow of vehicle less than 10,000 GVWR (within a 20 mile radius of Monterey Park):	No Charge

*Tow of vehicle over 10,000 GVWR or tow of vehicle less than 10,000 GVWR outside of 20 mile radius – rate must be approved by appropriate Department Representative.

- B. The rates listed above are not in excess of those rates set forth in MPMC § 5.84.110.

- C. Contractor agrees that liability and payment for services is only from the person requiring the Services set forth above. City is not liable or responsible for any payment.

4. Term. The term of this Agreement is from August 1, 2015, to July 31, 2018. Subject to the termination requirements of Section 12, this Agreement may be extended once for three (3) years at City's sole discretion.

5. Performance Standards. While performing this Agreement, Contractor will use the appropriate generally accepted professional standards of practice existing at the time of performance utilized by persons engaged in providing similar services. City will notify Contractor of any deficiencies and Contractor will have fifteen (15) days after such notification to cure any shortcomings to City's satisfaction. Costs associated with curing the deficiencies will be borne by Contractor.

6. Familiarity with Work.

- A. By executing this Agreement, Contractor agrees that it has:

- i. Carefully investigated and considered the scope of services to be performed;
- ii. Carefully considered how the services should be performed; and
- iii. Understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement.

- B. If services involve work upon any site, Contractor agrees that Contractor has or will investigate the site and is or will be fully acquainted with the conditions there existing, before commencing the services hereunder. Should Contractor discover any latent or unknown conditions that may materially affect the performance of the services, Contractor will immediately inform City of such fact and will not proceed except at Contractor's own risk until written instructions are received from City.

7. Conflict of Interest.

No official, officer or employee of the City, or members of their direct family, can have any interest, direct or indirect, in this Agreement or the proceeds thereof during his/her tenure with the City or for a period of one year thereafter. Contractor must indemnify, defend and hold harmless the City, its officials, officers, attorneys and employees from all claims, liabilities, lawsuits, actions, or damages of any type, including without limitation costs of suit and attorneys fees, arising out of any claim, proceeding, lawsuits

or actions related to any alleged breach of this paragraph, violation of Government Code §§ 1090, *et seq.* or the Political Reform Act (Government Code §§ 87100, *et seq.*).

8. Consistency. In interpreting this Agreement and resolving any ambiguities, the main body of this Agreement takes precedence over any incorporated Exhibits including, without limitation, the Request for Proposals; this Agreement supersedes any conflicting provisions.

9. Taxpayer Identification Number. Contractor will provide City with a Taxpayer Identification Number.

10. Permits and Licenses. Contractor, at its sole expense, will obtain and maintain during the term of this Agreement, all necessary permits, licenses, and certificates that may be required in connection with the performance of services under this Agreement.

11. Waiver. City's review or acceptance of, or payment for, services rendered by Contractor under this Agreement will not be construed to operate as a waiver of any rights City may have under this Agreement or of any cause of action arising from Contractor's performance. A waiver by City of any breach of any term, covenant, or condition contained in this Agreement will not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement, whether of the same or different character.

12. Termination.

- A. Except as otherwise provided, City may terminate this Agreement at any time with or without cause.
- B. Contractor may terminate this Agreement at any time upon thirty (30) days written notice.
- C. Upon receiving a termination notice, Contractor will immediately cease performance under this Agreement unless otherwise provided in the termination notice.
- D. Should the Agreement be terminated pursuant to this Section, City may procure on its own terms services similar to those terminated.
- E. By executing this document, Contractor waives any and all claims for damages that might otherwise arise from City's termination under this Section.

13. Ownership of Documents. All documents, data, studies, drawings, maps, models, photographs and reports prepared by Contractor under this Agreement are City's property. Contractor may retain copies of said documents and materials as desired, but must deliver all original materials to City upon City's written notice. City agrees that use of Contractor's completed work product, for purposes other than identified in this Agreement, or use of incomplete work product, is at City's own risk.

14. Publication of Documents. Except as necessary for performance of service under this Agreement, no copies, sketches, or graphs of materials, including graphic art work, prepared pursuant to this Agreement, will be released by Contractor to any other person or public City without City's prior written approval. All press releases, including graphic display information to be published in newspapers or magazines, will be approved and distributed solely by City, unless otherwise provided by written agreement between the parties.

15. Indemnification.

- A. **Contractor indemnifies and holds City harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of this Agreement, or its performance, except for such loss or damage arising from City's sole negligence or willful misconduct. Should City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of this Agreement, or its performance, Contractor will defend City (at City's request and with counsel satisfactory to City) and will indemnify City for any judgment rendered against it or any sums paid out in settlement or otherwise.**
- B. For purposes of this section "City" includes City's officers, officials, employees, agents, representatives, and certified volunteers.
- C. It is expressly understood and agreed that the foregoing provisions will survive termination of this Agreement.
- D. The requirements as to the types and limits of insurance coverage to be maintained by Contractor as required by this Agreement, and any approval of said insurance by City, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by Contractor pursuant to this Agreement, including, without limitation, to the provisions concerning indemnification.

16. Assignability. This Agreement is for Contractor's services. Contractor's attempts to assign the benefits or burdens of this Agreement without City's written approval are prohibited and will be null and void.

17. Independent Contractor. City and Contractor agree that Contractor will act as an independent contractor and will have control of all work and the manner in which it is performed. Contractor will be free to contract for similar service to be performed for other employers while under contract with City. Contractor is not an agent or employee of City and is not entitled to participate in any pension plan, insurance, bonus or similar benefits City provides for its employees. Any provision in this Agreement that may appear to give City the right to direct Contractor as to the details of doing the work or to exercise a measure of control over the work means that Contractor will follow the direction of the City as to end results of the work only.

18. Audit of Records. Contractor will maintain full and accurate records with respect to all services and matters covered under this Agreement. City will have free access at all reasonable times to such records, and the right to examine and audit the same and to make transcript therefrom, and to inspect all program data, documents, proceedings and activities. Contractor will retain such financial and program service records for at least three (3) years after termination or final payment under this Agreement.

19. Insurance.

- A. Before commencing performance under this Agreement, and at all other times this Agreement is effective, Contractor will procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits</u>
Commercial general liability:	\$1,000,000
Business automobile liability	\$1,000,000
Workers compensation	Statutory requirement

- B. Commercial general liability insurance will meet or exceed the requirements of the most recent ISO-CGL Form. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies will be endorsed to name City, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by City will be excess thereto. Such insurance will be on an "occurrence," not a "claims made," basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to City.
- C. Automobile coverage will be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).
- D. Contractor will furnish to City duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement and such other evidence of insurance or copies of policies as may be reasonably required by City from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII."
- E. Should Contractor, for any reason, fail to obtain and maintain the insurance required by this Agreement, City may obtain such coverage at Contractor's expense and deduct the cost of such insurance from payments due to Contractor

under this Agreement or terminate.

20. Use of Subcontractors. Contractor must obtain City's prior written approval to use any consultants while performing any portion of this Agreement. Such approval must approve of the proposed consultant and the terms of compensation.

21. Incidental Tasks. Contractor will meet with City monthly to provide the status on the project, which will include a schedule update and a short narrative description of progress during the past month for each major task, a description of the work remaining and a description of the work to be done before the next schedule update.

22. Notices. All communications to either party by the other party will be deemed made when received by such party at its respective name and address as follows:

If to Contractor:

If to City:

City of Monterey Park
320 West Newmark Avenue
Monterey Park, CA 01754-2896
Attention: Chief of Police

Any such written communications by mail will be conclusively deemed to have been received by the addressee upon deposit thereof in the United States Mail, postage prepaid and properly addressed as noted above. In all other instances, notices will be deemed given at the time of actual delivery. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph.

23. Solicitation. Contractor maintains and warrants that it has not employed nor retained any company or person, other than Contractor's bona fide employee, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than Contractor's bona fide employee, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Should Contractor breach or violate this warranty, City may rescind this Agreement without liability.

24. Third Party Beneficiaries. This Agreement and every provision herein is generally for the exclusive benefit of Contractor and City and not for the benefit of any other party. There will be no incidental or other beneficiaries of any of Contractor's or City's obligations under this Agreement.

25. Interpretation. This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.

26. Compliance with Law. Contractor agrees to comply with all federal, state, and local laws applicable to this Agreement.

27. Entire Agreement. This Agreement sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written. This Agreement will bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns.

28. Rules of Construction. Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply, as a whole, and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.

29. Severability. If any portion of this Agreement is declared by a court of competent jurisdiction to be invalid or unenforceable, then such portion will be deemed modified to the extent necessary in the opinion of the court to render such portion enforceable and, as so modified, such portion and the balance of this Agreement will continue in full force and effect.

30. Authority/Modification. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment. City's executive manager, or designee, may execute any such amendment on behalf of City.

31. Acceptance of Facsimile Signatures. The Parties agree that this Agreement, agreements ancillary to this Agreement, and related documents to be entered into in connection with this Agreement will be considered signed when the signature of a party is delivered by facsimile transmission. Such facsimile signature will be treated in all respects as having the same effect as an original signature.

32. Captions. The captions of the paragraphs of this Agreement are for convenience of reference only and will not affect the interpretation of this Agreement.

33. Time is of Essence. Time is of the essence for each and every provision of this Agreement.

34. Force Majeure. Should performance of this Agreement be prevented due to fire, flood, explosion, acts of terrorism, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' reasonable control, then the Agreement will immediately terminate without obligation of either party to the other.

35. Statement of Experience. By executing this Agreement, Contractor represents that it has demonstrated trustworthiness and possesses the quality, fitness and capacity to perform the Agreement in a manner satisfactory to City. Contractor represents that its financial resources, surety and insurance experience, service experience, completion ability, personnel, current

workload, experience in dealing with private consultants, and experience in dealing with public agencies all suggest that Contractor is capable of performing the proposed contract and has a demonstrated capacity to deal fairly and effectively with and to satisfy a public City.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

CITY OF MONTEREY PARK

By: _____
Hans Liang, Mayor

By: _____
Paul L. Talbot, City Manager

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM:

Karl H. Berger, Assistant City Attorney



City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-I.

TO: The Honorable Mayor and City Council
FROM: Tim Shay, Support Services Manager
SUBJECT: Award of Contract to Infosend for Utility Bill Printing and Mailing Services

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to execute an agreement, in a form approved by the City Attorney with Infosend for the printing and mailing of the City's Utility Bills.
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

To provide a more enhanced service to the City's utility bills customers, staff is requesting the City Council to authorize the City Manager to execute a contract with Infosend for printing and mailing services for the City's utility bills.

BACKGROUND:

The City's Support Services Division is responsible for the printing and mailing of all utility bills for the City. Currently, staff prints the bills in-house and transports to a third party to fold, insert, apply postage, and transport the bills to the post office for mailing. This process is not only time consuming for the limited staff in the Support Services Division, but is not cost effective. The time and cost involved in maintaining the equipment, the paper supplies, staff time to print and transport the bills, as well as the cost of the postage for the distribution of the bills is much higher than being proposed by Infosend. Utilizing Infosend's services will cost approximately 40% less for the printing and distribution of its utility bills.

The cost for the City to continue printing utility bills in house is approximately \$0.17 per page. This higher cost for printing in house is due to the cost to purchase, maintenance, and supplies for the dedicated laser printer, the staff time to print the bills, as well as the time to transport them to a third party that folds and inserts the bills.

Staff asked for proposals from two firms that have had extensive experience with utility bill printing and mailing services for various agencies:

Firm	Price Per Page
InfoSend	\$0.10 per page
DataProse	\$0.105 per page

The lowest cost for the print and mail services is from InfoSend. Infosend has proven to be a very reliable source of mail services and have assisted the City with projects in the past including the recent Proposition 218 mailings. It also discussed proposals for revising the City's current utility bill layout to incorporate additional graphs and data to communicate conservation goals to our customers. The City will not lose any control over its billing process and not only will the City save revenue with this project, but the bills will get out to the customers faster due to their quick turnaround time on print and mail services.

FISCAL IMPACT:

The City prints approximately 9,000 utility bills (regular bills and reminder notices) each month. InfoSend's cost of approximately \$10,800 is a significant savings over the City's cost of \$18,360.

Respectfully submitted by:




Chu Thai
Management Services Director

Prepared by:



Tim Shay
Support Services Manager

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENT:

1. InfoSend Proposal

ATTACHMENT 1

InfoSend Proposal

Pricing: Data Processing, Print & Mail Service Fees

InfoSend's Fees – Turnkey Data Processing, Print & Mail Service:			
The individual prices shown in the table below apply only to the turnkey Data Processing Print & Mail service for the following document types. Other types of document printing and or mailing can be quoted later, if needed.			
Primary Services	Turnkey Data Processing Print & Mail service	Per Item	Options Below:
	<p>Price is per physical page. Includes processing of your unique data, CASS address validation, presorting, printing, and mail insertion. Finished mail pieces are delivered to the USPS within one (1) business day. If samples (proofs) are requested then the mailing will be completed within one day of sample approval.</p> <p>Excludes materials, sales tax (where applicable), and postage.</p> <p>A postage deposit will be required prior to go live.</p> <p>For the quoted prices to apply InfoSend must have the right to combine data files sent by your organization with other files you have sent, when possible. Higher pricing applies if files must be printed separately.</p> <p><i>Pricing assumes the use of materials options listed in the below section.</i></p>	<p>Regular Bills (Per Sheet) Est. Volume 7,400 documents/month Est. 4 Batches/month</p> <p>Price includes black plus blue, green or red duplex printing of variable data and form elements on the front and back of the page onto white form with a perforation</p>	<p>XPDF \$0.089</p> <p>OR</p> <p>Raw Data \$0.10</p>
		<p>Late Notices (Per Sheet) Est. Volume 1,000 documents/month Est. 4 Batches/month</p> <p>Price includes black plus red duplex printing of variable data and form elements on the front and back of the page onto white form with a perforation</p>	<p>XPDF \$0.089</p> <p>OR</p> <p>Raw Data \$0.10</p>
		Multiple Page Mail Piece Surcharge – Handwork	\$0.35
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City Council Staff Report

DATE: July 1, 2015

AGENDA ITEM NO: Council/Agency
Agenda Item 7-A.

TO: The Honorable City Council

FROM: Mayor Hans Liang

SUBJECT: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK FINALIZING AN AGREEMENT OF FRIENDLY COOPERATION BETWEEN THE CITY OF MONTEREY PARK AND THE LUSHUNKOU DISTRICT OF DALIAN, THE PEOPLE'S REPUBLIC OF CHINA**

RECOMMENDATION:

Recommendations: It is recommended that the City Council:

- (1) Adopt a Resolution finalizing an Agreement of Friendly Cooperation between the City of Monterey Park and the Lushunkou District of Dalian, the People's Republic of China; and
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

On June 3, 2015, Mayor Hans Liang met with Mayor Yi Qingtao of Lushunkou District to discuss a mutual agreement of Friendly Cooperation and signed said document to establish cultural exchanges with economy, technology, education and tourism.

BACKGROUND:

Monterey Park has established Friendly Cooperation Agreements with several cities in the People's Republic of China to strengthen economic and educational exchanges and promote mutual understanding of both cultures.

Lushunkou District is one of six districts of Dalian, Liaoning province, People's Republic of China. Also called Lushun City, it is approximately 197.74 square miles in size and populates 324,773 as calculated in 2010. Lushun City is world-known for its location as a harbor city, its serious attention to protecting the environment as it is also a migration channel for birds and its "green" eco-friendly development.

Approved by:

A handwritten signature in black ink, appearing to read "Paul L. Talbot", is written over a horizontal line.

Paul L. Talbot
City Manager

Prepared by:

A handwritten signature in black ink, appearing to read "Vickie Banando", is written over a horizontal line.

Vickie Banando
Secretary to the City Manager

Attachment 1 - Resolution

Attachment 2 - Copy of Agreement Friendly Cooperation

ATTACHMENT 1

Resolution

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK FINALIZING AN AGREEMENT OF FRIENDLY COOPERATION BETWEEN THE CITY OF MONTEREY PARK AND THE LUSHUNKOU DISTRICT OF DALIAN, THE PEOPLE'S REPUBLIC OF CHINA

The City Council does resolve as follows:

Section 1. The City Council finds and declares that:

- A. Lushunkou District of Dalian, the People's Republic of China agreed to establish a mutual friendship relationship with the City of Monterey Park, California, in United States of America.
- B. Mayor Hans Liang met with Mayor Yi Qingtao on June 3, 2015 to discuss and sign an agreement of such to foster further responsive relations and cooperation in promoting mutual understanding and friendship.
- C. Monterey Park has historically signed other Friendly Cooperation Agreements with several cities in the People's Republic of China to establish better relations and understanding with the culture, foster better communication and exchanges of economic benefits and growth, and to improve development and education.
- D. The friendship relationship will encourage representative of both cities to visit each other at regular intervals and seek cooperation in the fields of economy, education and culture on the basis of friendship.
- E. An agreement establishing the friendship relationship has been signed by both parties, with one executed copy for each entity.

Section 2. The City Council further declares:

- A. The City of Monterey Park has established a mutual friendship relationship with Lushunkou District of Dalian, the People's Republic of China.

Section 3. This Resolution takes effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED this 1st day of July 2015.

Hans Liang
Mayor
Monterey Park, California

ATTEST:

Vincent D. Chang, City Clerk
Monterey Park, California

State of California)
County of Los Angeles) ss.
City of Monterey Park)

I, Vincent D. Chang, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. was duly and regularly adopted by the City Council of the City of Monterey Park at a meeting held on the 1st day of July 2015, by the following vote:

Ayes:
Noyes:
Absent:
Abstain:

Dated this 1st day of July 2015

Vincent D. Chang, City Clerk
Monterey Park, California

ATTACHMENT 2

Agreement of Friendly Cooperation

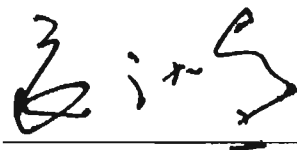
**AGREEMENT ON FRIENDLY COOPERATION BETWEEN THE CITY OF MONTEREY
PARK, UNITED STATES OF AMERICA AND LUSHUNKOU DISTRICT OF DALIAN,
THE PEOPLE' S REPUBLIC OF CHINA**

Lushunkou District is one of the main Districts of Dalian City. It is a world-renowned harbor city, and a rare migration channel for birds. Lushunkou District is committed to protecting ecological environment and development of green economy. In order to promote friendship and understanding between the peoples of Monterey Park City and Lushunkou District, and on the basis of diplomatic communiqué between China and United States, the city of Monterey Park, United States of America and Lushunkou District of Dalian, the People' s Republic of China have achieved the following agreement through friendly negotiation.

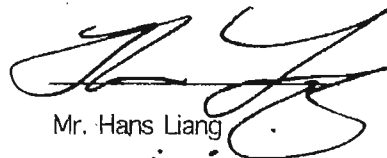
On the basis of this expressed intention to establish good-will relationship, Monterey Park City and Lushunkou District will follow the principles of equality and mutual benefit to promote dynamic and effective exchanges and cooperation in various forms in fields such as economy, trade, science and technology, finance, culture, education and tourism with a view to achieving common prosperity and development.

The two places will put in great effort to keep close contact with each other, exchange information continually to increase mutual understandings, carry out regular discussions and consultations on specific exchange and cooperation programs and make unceasing efforts to develop the fraternal relationship.

The agreement is written in English and Chinese in two copies and signed in Lushunkou District of Dalian, the People' s Republic of China on June 3, 2015. The two texts of the agreement are equally valid. This agreement goes into effect from the date of official signatures by the representatives of two places.



Mr. Yi Qingtao
Mayor of Lushunkou District
The People's Republic of China



Mr. Hans Liang
Mayor of Monterey Park
The United States of America

**CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES**



**APPROVED BY RESOLUTION NO. 9421, MAY 30, 1990
1st REVISION — JULY 17, 2002
2nd REVISION — JUNE 2, 2004
3rd REVISION — AUGUST 20, 2008
4th REVISION — SEPTEMBER 4, 2013**

**City of Monterey Park
320 West Newmark Avenue
Monterey Park, CA 91754**

**CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES**

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CITY OF MONTEREY PARK

CITY COUNCIL POLICIES AND PROCEDURES

I. INTRODUCTION

The purpose of the following policies and procedures is to establish standards of proceedings and conduct to assist the City Council in the task of properly carrying out their roles and responsibilities as elected officials.

As representatives of the City of Monterey Park, there are various roles in which the elected officials fulfill – as individuals, and as the body, governing the City.

A. The Individual Elected Official

A Council Member, City Clerk, or City Treasurer is a person elected or appointed to serve on Monterey Park's City Council, or position thereof. These individuals bring unique skills, values, and beliefs to the City of Monterey Park and to the community for which he/she represents. In order to govern effectively, individual elected officials must work with each other and the City Manager to ensure high quality services are brought to each resident, business member and citizen; and the safety, health, and welfare of the community is maintained or improved.

To be effective, an individual elected official:

- Keeps the health, welfare, and safety a primary focus for all community members;
- Recognizes and respects differences of perspectives and style on the City Council and among staff, residents, business members, and citizens;
- Acts with dignity, and understands the implications of demeanor and behavior;
- Keeps confidential matters, confidential;
- Participates in professional development and commits the time and energy necessary to be an informed and effective leader;
- Understands the distinctions between City Council and staff roles, and refrains from performing management functions that are the responsibility of the City Manager and staff;
- Understands that authority rests with the City Council as a whole, and not with individuals.

B. The City Council as the Governing Body

Municipalities are generally governed by the City Council, not by individual elected officials. While understanding these separate roles, the City Council and the City Manager work together as a "governance team." This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively. Members of the City Council shall also act on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency.

**CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES**

To govern effectively, the City Council must have a unity of purpose and:

- Keep the City of Monterey Park focused on providing services and programs for the safety, welfare, and health of its constituency;
- Communicate a common vision;
- Operate openly, with trust and integrity;
- Govern in a dignified and professional manner, treating everyone with civility and respect;
- Govern with City Council-adopted policies and procedures;
- Take collective responsibility for the diverse range of views in the community to inform Council deliberations.

C. Mayor or Presiding Officer

As with any Board, there must be an individual to oversee and manage the operations and functions of the City Council as a whole. This individual is the Mayor.

In the absence of the Mayor, the Mayor Pro Tempore/Vice Mayor shall act as the Presiding Officer. In the event both the Mayor and Mayor Pro Tempore/Vice Mayor are absent, then the most senior Council Member present shall act as the temporary Presiding Officer. However, upon the arrival of the Mayor or the Mayor Pro Tempore/Vice Mayor, the temporary Presiding Officer shall immediately relinquish the chair upon the conclusion of the business immediately before the Council.

In addition, the Mayor or Presiding Officer shall have the responsibility of:

- Acting as the ceremonial head and spokesperson of all official, city-sponsored functions, events, and activities;
- Shall effectively oversee and run the City Council meetings and shall preserve the order of these meetings;
- The Mayor may call special meetings of the City Council;
- The Mayor shall also act as the Chairperson of the Successor Agency of the former Monterey Park Redevelopment Agency;
- The Mayor/Chairperson may execute contracts and agreements on behalf of the City and/or Successor Agency of the former Monterey Park Redevelopment Agency upon approval by the City Council/Successor Agency;
- The Mayor/Chairperson shall attest to the approval of all City and Successor Agency of the former Monterey Park Redevelopment Agency minutes approved by the City Council and Successor Agency Board;
- The Mayor shall be responsible for ensuring that the policies and procedures as contained herein are followed.

**CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES**

II. MEETINGS OF THE CITY COUNCIL

A. Rules of Procedure

The proceedings of the Council are governed generally by the Robert's Rules of Order on all matters pertaining to parliamentary law; however, no action of the Council shall be invalidated, or the legality of otherwise affected, by the failure or omission to observe or follow Robert's Rules of Order.

B. Rulings of the Mayor or Presiding Officer are Final Unless Overruled

In presiding over Council meetings, the Mayor or Presiding Officer shall decide all questions or interpretations of rules of procedure. Any such decision or ruling shall be final unless overridden or suspended by a majority vote of the members present and voting.

C. Limitation of Debate

Although an open dialogue between Council Members and ample time and consideration is required for each business matter, it should be the desire of all Council Members to avoid redundancy when speaking and to effectuate a timely and effective conduct of business. Therefore, no Council Member shall speak more than once upon any one subject until every other member choosing to speak thereon has spoken. It is suggested that individual Council Members limit their speaking time to five minutes each time they have the floor.

D. Decorum and Order – Council Members

1. Any Council Member desiring to speak shall address the Chair and upon recognition by the Chair, shall confine himself/herself to the question under debate.
2. A Council Member desiring to question a staff member shall address his/her question to the City Manager, in appropriate cases, who shall be entitled to answer the inquiry himself/herself or designate some member of the staff or that purpose.
3. A Council Member, once recognized, shall not be interrupted while speaking unless called to order by the Mayor or Presiding Officer; unless a Point of Order is raised by another Council Member; or, unless the speaker chooses to yield for a question from another Council Member.

CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES

4. Any Council Member challenged while he/she is speaking, shall cease speaking immediately until the question of order is determined by the Mayor or Presiding Officer. If ruled to be in order, he/she shall be permitted to proceed. If ruled to be out of order, he/she shall remain silent or shall alter his/her remarks so as to comply with the rules of procedure.
5. Council Members shall accord the utmost courtesy to each other, to City employees, and to the public appearing before the Council; and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments, and statements as to motives and personalities.
6. Any Council Member may move to require the Mayor or Presiding Officer to enforce the rules; and the affirmative vote of a majority of the Council shall require him/her to act.
7. Electronic Communications
 - a. The City Council permits and promotes the utilization of technology to ensure efficient and effective conduct of the people's business, in accordance with applicable open meeting and records laws, due process rights of interested parties, and other applicable law and city policy, and in the interest of reducing waste, supply costs and environmental impacts.
 - b. The use of portable electronic communications and data devices, including, but not limited to, laptop computers, cell phones, tablet computers, pagers, and similar devices, by the City Council shall be limited as prescribed in this policy and applicable law.
 - c. Use of portable electronic communications and data devices by the City Council shall comply with the requirements of all applicable laws and City policies, including the requirements of the California Public Records Act (Gov't. Code § 6250-6276.48), the Ralph M. Brown Act (Gov't. Code §§ 54950-54963), due process rights of interested parties in City legislative body proceedings, and the City policies and procedures.
 - d. Members of the City Council may not use portable electronic communications and data devices at public meetings of the body in any manner or for any purpose prohibited by law or City policy. In particular, but without limitation, electronic communications and data devices may not be used at public meetings by City legislative body members in any of the following ways:

CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES

1. sharing communications among a majority of the legislative body privately and separate from the public discussion at the meeting.

2. in violation of due process rights of interested parties at adjudicatory hearings, such as by consideration of information not a part of the hearing record, or by use of an electronic communications and data device so as to result in inattention to the record and/or proceedings before the body.

e. In addition to the above restrictions, members of the City Council may not during a meeting of the body, review electronic communications from, or send electronic communications to, any person, (including, but not limited to, members of the public, city staff, other legislative body members, and parties to city proceedings) except: Council Members may use electronic communications and data devices at public meetings of the body to receive and send communications regarding emergencies and important personal communications such as family emergencies and important personal matters; and, Council Members may research certain information relevant to the proceedings (for example, looking at Google Earth to view a property that is the subject of an agenda item or looking up the definition of a word or phrase being discussed that is relevant to an agenda items part of business) so long as the Council Member discloses the information researched to the Council while the agenda item is being discussed.

f. If a Council Member received an electronic communication at any time that relates to City business, and the Council Member has reason to believe that a majority of the Council has received the same electronic communication, the Council Member shall immediately forward a copy of the electronic communication to the City Clerk's Office so that it is available for timely review by the public as it relates to an agenda item.

g. If a Council Member received an electronic communication at any time that relates to a quasi-judicial decision to be made by the City Council, the Council Member shall immediately forward a copy of the electronic communication to the City Clerk's Office so that it is available for timely review by the public as it relates to agenda item.

E. Decorum and Order – Employees

Members of the Administrative staff and employees of the City shall observe the same rules of procedure and decorum applicable to members of the Council. The City Manager shall act to ensure that all

CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES

City employees observe such decorum. Any staff member, including the City Manager, desiring to address the Council or member of the public shall first be recognized by the Mayor or Presiding Officer and not by any one individual Council Member or member of the public.

F. Decorum and Order – Public

Members of the public attending Council meetings shall observe the same rules of order and decorum applicable to the Council. Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations shall not be permitted while addressing the Council or during a Council meeting. Any person making impertinent and slanderous remarks or who becomes boisterous while addressing the Council or while attending the Council meeting shall be removed from the room if the Sergeant-at-Arms is so directed by the Mayor or Presiding Officer.

G. Meeting Curfew

As established by Resolution No. 9283, all regular, adjourned regular, and special meetings of the Council begin at 7:00 p.m., and absent consensus of the Council otherwise, are subject to an 11:00 p.m. curfew. The Mayor or Presiding Officer shall indicate to the City Council whether it is his/her intention to continue the meeting beyond the curfew.

H. Presenting Matters to Council

Every official, board, commission, or other body, connected with city government, and every citizen, individual, corporation, committee or civic group, having any reports, communications or other matters to be presented at a council meeting, shall notify the City Manager of that fact in writing before five p.m. of the fourth day (Sunday included) preceding the day of such meeting, whereupon the City Manager shall prepare a list setting forth such matters and the nature thereof under their appropriate headings, and setting forth all other matters to come before such meeting under their appropriate headings, all under the headings and in the order specified in the section pertaining to "Order of Business;" and the City Manager shall, on the third day preceding such meeting, cause one copy thereof to be delivered to each Council Member. Matters deemed by the City Council to be of emergency are excepted from the foregoing provision.

**CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES**

I. Order of Business

1. Only at the regular meetings scheduled to be held on Wednesdays, the business of the meeting shall be taken up in the following order:
 - a) Flag Salute;
 - b) Roll Call;
 - c) Oral and Written Communications;
 - d) Consent Calendar
 - e) Public Hearings;
 - f) Unfinished Business;
 - g) New Business

The foregoing Order of Business can be changed for the period of such meeting upon motion duly made and carried.

2. The consent calendar shall consist of minutes; final tract maps; time extensions of approved tentative tract maps; claims against the City; warrants; plans and specifications and calls for bids for projects and items previously approved by the Council in its adoption of the City budget; awards of project contracts; final acceptance of public works; agreements, documents, resolutions, and authorizations previously ordered by the Council to be prepared, and other routine items.
3. The consent calendar shall be introduced by a motion "to approve the consent calendar" and shall be considered as a single item without debate or discussion; provided, however, a member of the Council may request clarification of any item; and, further provided, that at the request of a member of the Council, any item shall be removed from the consent calendar and considered separately in the order in which the requests were made immediately following Council action on the remainder of the consent calendar. Passage of the motion to approve the consent calendar shall be equivalent to approval of each item thereon as if each had been acted on individually.

J. Unfinished Business

Any matter, the consideration of which has not been completed at any meeting of the Council, and which has not been continued to a specific date, shall be listed for consideration at the next regular meeting of the Council under the heading of "Unfinished Business."

CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES

K. Addressing the Council

Any citizen may arise and address the Council on any City business, especially concerning him/her, or affecting his/her interests. In all cases, citizens addressing the Council will be asked to first complete a speaker card provided by the City Clerk and return their speaker cards to the City Clerk prior to the Council taking up the item to be addressed.

Any member of the public desiring to address the Council shall proceed to the podium and wait to be recognized by the Mayor or Presiding Officer. After being recognized he/she shall speak directly into the microphone and state his/her name and address for the record.

The City Clerk shall call members of the public wishing to address the Council in the same order that the speaker cards are received, except that the Clerk, at the Mayor or Presiding Officer's direction, may group and present the speaker cards by first calling all persons in favor of an issue and then all persons opposed, and finally, those with neutral comments.

Comments from the public, which do not concern the subject of an agenda item, shall be heard during Oral and Written Communications. Otherwise, the public may speak when the Mayor allows for, or the conduct of a Public Hearing requires public comment during the Council's consideration of an agenda item.

L. Time Limitation When Addressing the Council

When addressing the Council, whether through Oral and Written Communications or while offering testimony upon any other item of Council consideration, no member of the public shall speak for more than five (5) minutes each time he/she has the floor without the approval of the Mayor or Presiding Officer or a majority vote of the Council. The City Council shall not allow members of the public to consolidate other requests to speak in an effort to gain additional speaking time. However, should the speaker represent a group or organization, a speaker's unused time, no more than two (2) minutes, may be deferred to another speaker on the same item. The total speaker time shall not exceed ten (10) minutes. The speaker wishing to defer unused time must be present when the item is heard.

**CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES**

M. Addressing the Council After A Motion is Made

After a motion has been made, or after a Public Hearing has been closed, no person shall address the Council. Only members of the City Council, upon recognition by the Mayor or Presiding Officer, may speak.

N. Limitations Regarding Public Comments and Reports

Generally, the Council should refrain from engaging a member of the public in open conversation before, during, or immediately after that person's oral communication to the Council. Matters brought to the City Council requiring subsequent research and/or action are, with Council consensus, forwarded to the City Manager's attention for follow-up.

If it appears that several speakers desire to speak regarding a single topic, the Mayor or Presiding Officer may reasonably limit the number of speakers to no more than ten (10) speakers as to each side of an issue and request that they not be redundant. In this regard, preference may be given to speakers who represent groups of persons who have designated a spokesperson.

At all times, personal attacks or otherwise malicious statements are strongly discouraged.

All charges or complaints against employees shall be referred without comment to the City Manager for appropriate action, and may also be submitted to members of the Council for information by written communication only.

O. Ordinances

Ordinances may be introduced under the head of New Business by reading the title only. Ordinances ready for final passage shall be taken up under Unfinished Business and be read in full unless the reading thereof is dispensed with by unanimous vote of the City Council.

P. Discussion Procedure

While discussing any question under consideration by the Council, it shall be the duty of the members thereof to remain seated and address their remarks to the Presiding Officer and their fellow members. Any remarks or orders to the audience shall be addressed by the Presiding Officer, or with his/her permission by members of the Council.

**CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES**

Q. Sergeant-At-Arms

The Chief of Police, or designee, shall be deemed ex-officio sergeant-at-arms of the Council for the maintenance of order and decorum. Any person in the audience who, while in attendance at any Council meeting, uses profane language, or language tending to bring the Council or any of its members into contempt, or any person who persistently interrupts the proceedings of the Council, or refuses to be seated or keep quiet when ordered to do so by the Presiding Officer, shall be deemed guilty of a misdemeanor. The police officer present shall place such person under arrest immediately and prosecute him/her as authorized by law.

R. Attendance at Meetings

In the event that a quorum is not present at any meeting of the Council, and there is important business that should be transacted or disposed of without delay, any two members of the Council may cause a written notice to be served personally upon the absent members by the sergeant-at-arms or any police officer requesting their immediate attendance, whereupon it shall be the duty of such absent members to attend the meeting at once unless prevented by sickness or death in their immediate family.

III. CITY COUNCIL MEETING AGENDA

A. Agenda Preparation Deadlines

Staff preparation of the Council agenda shall proceed along the following timetable:

1. Final preparations of the meeting agenda for Council meetings begin on the Friday, 12 days before the regularly scheduled Wednesday meeting of the Council.
2. Following the City Manager's Wednesday meeting, seven (7) days before the Council meeting with Executive Managers, the City Manager gives approval to the agenda and supporting staff reports.
3. On the Friday five (5) days before the Council meeting, final agenda packets are distributed to the Council, City Clerk, City Attorney, and members of the press. Members of the public can obtain copies of the Agenda as well as item staff reports from the City Clerk's Office during regular business hours.

**CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES**

B. Council Requests for Agenda Items

Whenever practicable, the Council requests for inclusion or addition of agenda items for consideration at a Council meeting should be communicated to the City Manager at least seven (7) days before the Council meeting.

In the absence of limited exemptions as defined by the Brown Act, agenda items cannot be added to a publicly promulgated Council meeting agenda any later than 72 hours before the Council meeting.

C. Other Elected Officials

The City Clerk or City Treasurer may request an item to be agendized for a Council meeting via the Mayor, a minimum of seven (7) days prior to the regularly scheduled City Council meeting.

IV. CERTIFICATES AND PROCLAMATIONS

A. Presentation of Certificates and Proclamations

Presentation of Certificates of Achievement, Appreciation, Recognition, and so forth, shall be publicly presented on the Tuesday evening subsequent to the second City Council Meeting starting at 6:00 p.m. and conclude by 6:45 p.m.

B. Time Allotment for Certificate Presentations

In an effort to provide an equitable time allotment for each Council Member to present his/her certificates, each Council Member shall be accorded nine (9) minutes to conduct his/her presentation(s).

In the event a Council Member does not wish to use his/her time to conduct a presentation(s), his/her time allotment shall then be equally distributed to the remaining Council Members, with a maximum time allotment of 15 minutes per Council Member.

C. Presentations Concerning City-Sponsored Events

The Mayor or Presiding Officer shall conduct all presentations concerning events, groups, individuals, and organizations that are sponsored all, or in part, by the City of Monterey Park and/or affiliated with the City of Monterey Park. These presentations shall begin at 6:00 p.m. and conclude by 6:45 p.m.

**CITY OF MONTEREY PARK
CITY COUNCIL POLICIES AND PROCEDURES**

D. Proclamation Presentations

The Mayor or Presiding Officer shall conduct presentations concerning the announcements of an official position of the City Council at the regularly scheduled City Council meetings commencing at 7:00 p.m.

E. Requests for Certificate Presentations

Requests to agendaize Certificate presentations must be communicated to the City Manager at least seven (7) days prior to a regularly scheduled City Council meeting. For matters requiring a proclamation, please see above, Item D.

F. Certificate and Proclamation Signatures

Certificates and proclamations scheduled for City Council meeting presentations (6:00 p.m. or 7:00 p.m. presentations) shall contain the signatures of all Council Members.

For specific events and galas in which a Council Member(s) has been invited to attend:

1. One Council Member has been invited – the certificate shall require only the attendee's signature.
2. If more than one Council Member is invited and/or attending a specific event, the certificate shall require the signature of all Council Members.

G. Specific Events – Requests for Certificates

To ensure timely and appropriate completion of certificates and to avoid duplication of certificate preparation, all requests for certificates should be provided to the City Manager's Secretary.

V. WRITTEN COMMUNICATIONS

A. General Policy

To ensure equal access to information for all Council Members, it is the Council's policy to distribute items of written information requested by, or distributed to, any one Council Member to all Council Members, including staff reports, memoranda, letters, and individual Council correspondence on City letterhead, when they apply to an official position or statement on behalf of the City, except for congratulatory letters, appreciation letters, etc.

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B. Status Reports

Each Friday, the City Manager distributes to the City Council, the City Manager's Weekly Status Report. This Status Report is generally a collection of documents, reports, and otherwise important communications that serves to update and inform the Council on key projects, specific requests for information or follow up, or other valuable information.

C. Mail

Each day, the City Manager receives and opens all mail addressed to the Council as a whole and distributes it to them accordingly. Communications specifically addressed to individual Council Members are transmitted to them unopened.

D. Use of City Letterhead

Use of City of Monterey Park letterhead is authorized only for the carrying out of a Council Member's activities related to the conduct of his/her duties of elected office (See Appendix "Use of City Stationary").

E. Correspondence requiring Mayoral Signature

Correspondence expressing an official position and/or opinion of the City of Monterey Park such as legislative correspondence, etc. shall require the signature of the Mayor, with the exception of City Participation in Amicus Curiae Briefs. As outlined in the City of Monterey Park's Administrative Policies and Procedures Manual, Policy Number 10-09, attached, the City Council provided authorization to the City Manager and City Attorney to review requests for and determine whether or not the City should participate in amicus curiae briefs and execute and join in such when appropriate.

VI. STAFF RELATIONS

A. Non-Interference with Administrative Services

Neither the Council nor any of its members shall interfere with the execution by the City Manager of his powers and duties, or assign, directly or indirectly, any of the City's Manager's subordinate employees specific work assignments (See Appendix, "Municipal Code Chapter 2.08 – City Manager").

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B. Requests for Information from Staff

Except for routine informational matters, staff assistance to the City Council (e.g. requests for reports, special projects, policy research, etc.) is initiated through the City Manager's Office (See Appendix, "Municipal Code Chapter 2.08 – City Manager").

C. Requests for Staff Assistance

1. Requests for clerical assistance from staff of the City Manager's Office shall be provided to the City Manager or the Secretary to the City Manager.
2. Requests for assistance on tasks, projects, or research requiring eight (8) hours of staff time or more, must be requested upon the concurrence of two Council Members via the City Manager or Secretary to the City Manager.
3. Requests for assistance from staff of other departments shall be provided to the City Manager.

VII. CITY-SPONSORED ACTIVITIES AND SPECIAL EVENTS

In keeping with the philosophy of working together as a "governance team," the City Council shall work together in unison, rather than individually, with regard to the development, planning, coordination, and representation of City-sponsored activities, events, and special annual events.

While it is recognized that members working on such projects can bring much energy and resources to these events, the overall benefit highlights individuality rather than the Council working together. It shall therefore be the policy of the City Council and the City of Monterey Park that no single Council Member be associated with the planning, development, coordination or representation of a particular event, activity or special annual event. However, Council Members are free to provide ancillary or volunteer services in the event activities when provided through other charitable events or organizations such as the service club, sister city association, etc. In addition, this policy shall not apply to Council approved sub-committees established to develop recommendations or policies.

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VIII. CITY COUNCIL COMMITTEE/ORGANIZATION ASSIGNMENTS

- A. In July of each year, a review of all City Council Committee/Organization assignments shall be conducted. This review will allow for the reporting of committee and organizational activities, updates, and reports and the effectiveness of Council participation in the specific committee or organization.
- B. Council Member appointments to specific committees and organizations shall be made upon the recommendation of the Mayor, with a majority vote of approval by the City Council.

IX. FAILURE OF RESPONSIBILITY

- A. Failure to follow the prescribed policies and procedures, Robert's Rules of Order, and other related rules and regulations governing the roles and responsibilities of elected officials might subject the violator(s) to:
 - 1. Censure;
 - 2. Removal from City Council committee assignments;
 - 3. Suspension of City-sponsored attendance at conferences, meetings, workshops, seminars, and similar gatherings;
 - 4. Discontinuance of use of City equipment, including but not limited to, automobiles, computers and software, and copying machines;
 - 5. Any other sanctions or removal of privileges deemed appropriate by the City Council.
- B. No action of the Council or Board shall be invalidated, or the legality otherwise affected, by the failure or omission to observe or follow these policies or procedures.

X. CLOSED SESSION AGENDA ITEMS ON REGULAR MEETING DAYS

In accordance with section 2.04.010 of the Monterey Park Municipal Code, regular meetings of the city council shall be held on the first and third Wednesdays of each calendar month at 7:00 p.m. On such meeting days, closed session agenda items may, at the sole discretion of the City Manager, be heard at 4:00 p.m. or 5:00 p.m. as posted in a special meeting agenda depending on the anticipated length of the closed session agenda items. If necessary, closed sessions not completed prior to the 6:00 p.m. meeting for

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presentations and proclamations will be considered at the conclusion of the 7:00 p.m. regular meeting, or as otherwise determined by the City Council. Notwithstanding this policy, nothing shall prevent closed session agenda items from being placed on the regular 7:00 p.m. agenda, or any other time.